



OFFICE OF THE CLERK/TREASURER

City of Burlington

City Hall, Room 20, 149 Church Street, Burlington, VT 05401

Voice (802) 865-7000

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TO: Members, City Council

FROM: Lori Olberg, Licensing, Voting and Records Coordinator

DATE: March 31, 2014

RE: Proposed amendment to tonight's agenda

A handwritten signature in black ink, appearing to read "Lori", is written over the "FROM" and "DATE" lines of the memo.

ADJOURNED MEETING, CITY COUNCIL:

Add to the agenda 1.5. COMMUNICATION: Joan Shannon, Burlington City Council, President, re: Honoring Outgoing Councilors. (per City Council President Shannon)

Note revised version of consent agenda item 4.16. COMMUNICATION: Scott Schrader, Assistant Chief Administrative Officer, re: Declaration Of Elected Candidates Annual City Election – March 4, 2014. (per Councilor Bushor)

Add to the consent agenda item 4.28. COMMUNICATION: Bob Rusten, Chief Administrative Officer, re: City Hall Security with the action to “waive the reading, accept the communication and place it on file.” (per Mayor’s Office)

Add to the consent agenda item 4.29. COMMUNICATION: Councilor Kevin Worden, Chair, Community Development and Neighborhood Revitalization Committee, re: Annual Report with the consent action to “waive the reading, accept the communication and place it on file.”

Add to the consent agenda item 4.30. COMMUNICATION: Councilor Kevin Worden, Chair, Institutions and Human Resources Policy Committee, re: Annual Report with the consent action to “waive the reading, accept the communication and place it on file.”

Add Councilor Bushor to agenda item 5. RESOLUTION: MDP-14-01 – Climate Action Plan; Open Space Protection Plan; Amendment and Re-adoption of The Burlington Municipal Development Plan (Councilor Tracy). (per Councilor Bushor)

BOARD OF ABATEMENT OF TAXES:

Remove from the consent agenda item 2.08. REQUEST FOR ABATEMENT OF TAXES: University of Vermont, 448 South Prospect Street, 054-3-002-210 and place it on the April 16, 2014 Board of Abatement of Taxes Deliberative Agenda. (per Councilor Bushor and City Assessor Vickery)



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DECLARATION OF ELECTED CANDIDATES ANNUAL CITY ELECTION – MARCH 4, 2014

I, Scott Schrader, Assistant Chief Administrative Officer for the City of Burlington, Vermont do hereby declare the following candidates elected as a result of the Annual City Election held March 4, 2014:

WARD 1	Office	Elected Candidate	% of Vote
	City Councilor	Selene Colburn	94.22%
	School Commissioner	Kyle Dodson	63.20%
	Ward Clerk	Sue Alenick	98.60%
	Inspector of Election (Three Year Term)	Linda Sheehey	66.55%
	Inspector of Election (One Year Term)	Gloria Yandow	99.11%
WARD 2	Office	Elected Candidate	
	City Councilor	Max Tracy	82.27%
	School Commissioner	Brian Cina	97.31%
	Ward Clerk	Wendy Coe	97.68%
	Inspector of Election (Three Year Term)	none	
WARD 3	Office	Elected Candidate	
	City Councilor	Rachel Siegel	76.50%
	School Commissioner	Charlie Giannoni	96.17%
	Ward Clerk	Charlie Giannoni	97.28%
	Inspector of Election (Three Year Term)	Jan Slusmon	97.83%
WARD 4	Office	Elected Candidate	
	City Councilor	Kurt Wright	59.44%
	School Commissioner	Scot Shumski	65.98%
	Ward Clerk	Jim Holway	60 votes (write-in)
	Inspector of Election (Three Year Term)	Kevin Scully	99.22%
	Inspector of Election (Two Year Term)	none	
WARD 5	Office	Elected Candidate	
	City Councilor	William "Chip" Mason	96.69%
	School Commissioner	Patrick Halladay	98.06%
	Ward Clerk	Nancy J. Nesbitt	98.57%
	Inspector of Election (Three Year Term)	Rachel Stampul	98.70%
WARD 6	Office	Elected Candidate	
	City Councilor	Karen Paul	97.23%
	School Commissioner	Stephanie Seguino	97.01%
	Ward Clerk	none	
	Inspector of Election (Three Year Term)	none	
	Inspector of Election (Two Year Term)	none	
WARD 7	Office	Elected Candidate	
	City Councilor	Bianka Legrand	52.71%
	School Commissioner	David Kirk	95.19%
	Ward Clerk	Thomas Fleury	47 votes (write-in)
	Inspector of Election (Three Year Term)	Tim George	76 votes (write-in)

*Pursuant to Section 5 of the City Charter, City Council and School Commissioner Candidates must receive at least 40% of the votes cast to be declared elected.

Scott Schrader
Assistant Chief Administrative Officer

3/14/14

Date

The City of Burlington does not discriminate on the basis of political or religious affiliation, race, color, national origin, age, sex, sexual orientation, marital status, veteran status or disability. Persons with disabilities who require assistance or special arrangements to participate in programs and activities of the Clerk Treasurer's Office are encouraged to contact us at 865-7000 or 865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made.



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TO: Burlington City Council
FROM: Bob Rusten, Chief Administrative Officer
DATE: March 28, 2014
RE: City Hall Security

Councilors:

I wanted to make you aware that City Hall employees, at a series of meetings in the late summer and fall, raised concerns about their personal safety following threatening, aggressive, and sometimes criminal behavior by individuals and groups on the back steps of City Hall. These concerns were amplified after the man charged with arson for the fire at College Street Congregational Church spent time in City Hall asking employees about the layout of the building.

Employee safety is of paramount importance, and I and the Mayor take seriously the concerns raised by members of nearly every City Hall Department, as well as by employees who do not work in City Hall but regularly visit as part of their duties or responsibilities. Following these meetings, Burlington Police Chief Schirling conducted a walk-through of City Hall to assess building security. Chief Schirling made several recommendations. In priority order, these recommendations included an effective camera system, barrier enhancements to existing barriers, a paging system, and a new barrier system for the Mayor's Office.

Following the recommendation of Burlington Chief of Police Michael Schirling, and with the approval of the Mayor, I am planning on replacing the existing, non-functioning camera in City Hall outside Contois Auditorium with an improved camera system in and around the building. This measure – the top recommendation of the police chief – should provide (i) a deterrent effect on some of the threatening behavior that occurred in and around City Hall in the past year, (ii) comfort to employees about the safety of their workplace, and (iii) a record of accountability for such behavior

A simple, two to three terabyte system, including parts and installation costs, is anticipated to cost the City about \$6,000 and would have zero ongoing monitoring costs. The system would likely have seven active cameras, which re-record every two or three weeks: Three cameras on the interior of City Hall with a view of the main floor on each hallway, and four external cameras with views of the front and back steps and the alley between City Hall and the BCA Firehouse Gallery. The system has the ability to be expanded as needed with little or no additional cost.

Unless Council feels it wants to discuss this camera system installation, I hope to implement this recommendation in the very near future.

We will continue to discuss the Chief's other recommendations and I will keep you informed as to any additional steps we may plan to take.

Thank you.

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Community Development and Neighborhood Revitalization Committee Annual Report (March 2014)

Prepared by Councilor Kevin Worden on behalf of the Neighborhood Revitalization and Community Development Committee (Councilors Worden, Knodell, Aubin). The Committee much appreciates the staff support from Brian Pine, CEDO Assistant Director for Housing.

The Committee met on January 28, 2013, February 25, 2013, March 25, 2013, June 24, 2013, July 16, 2013, August 21, 2013, October 1, 2013, November 13, 2013, and January 30, 2014.

The Committee meetings were well attended by interested residents, representatives from the major city institutions (FAHC, UVM, CC), developers (CHT, Redstone, McGowan) and staff from several City Departments (CEDO, Planning and Zoning, Code Enforcement, Police Department, etc.).

Throughout the year, several city initiatives and updates were presented by representatives from various City Departments with discussion and comments from those in attendance. The following is a sample of initiatives and updates that were discussed: Consolidated Plan for Housing & Community Development, Community Development Block Grant, US Ignite, Resident Only Parking, Parking Related Zoning Changes, "Clean Hands" zoning and code policy, and the Farrington Mobil Home Park.

Neighborhood Development Area (NDA)

John Adams, Planning Coordinator with the VT Agency of Commerce and Community Development, attended two meetings and explained the Vermont Downtown Program overall and the NDA program. NDA designation is intended to encourage municipalities and developers to plan for new and infill housing in the area within walking distance of its designated downtown. NDAs do not change the local zoning standards or the development review process. The Committee sponsored a Resolution to the full City Council to authorize the City to complete an NDA application to the State.

Center City revitalization

A significant amount of time at each meeting was devoted to discussing the issues of housing in the Center City area (between Maple and North Streets from the Institutions to Battery Street). The following goals, initiatives and stakeholders were identified by the Committee and meeting participants.

Goals:

- Better balanced neighborhoods – resident types, housing types, demographics, affordability – increase the choices
- Increased home ownership – less turnover
- Reinvestment in existing housing stock
- Safe and quality housing/Elimination or reform of problem landlords
- Connecting residents to work – creating walkable neighborhoods, and workforce housing
- More downtown housing
- Better stormwater management and green belt
- Safe walks
- Noise reduction and quality of life improvements

Initiatives:

- Enforcement of 4 unrelated ordinance/transparency and clarity on allowed uses
- Condo conversion rules need to favor conversion to owner-occupancy
- Cohesive and connected parking plan for downtown and residential areas
- Seed capital – acquisition dollars for problem properties
- Taxation policy for rental units – creating a better balance between value, cash flow, and value of the asset
- Identify sites, funding sources, and great management firms to build university affiliated housing downtown, and create compelling advocacy plan/messaging campaign for why that's a part of the solution for neighborhoods.
- Neighborhood Improvement District/TIF to provide seed capital or other capital
- Mapping problem properties using BPD calls, municipal violations, etc. Data to drive strategies – use data for acquisition strategy, prioritization, safety, etc.
- Connection between code, BPD, and P&Z.
- Patrols the next day to follow up with violators – all on the lease to follow up
- Develop strategies to build comprehensive capacity to do scattered site redevelopment and acquisition – once we have \$, we have to have people to creatively deploy it on a building by building basis

Stakeholders:

- Landlords/rental property owners
- Institutions
- Current residents – NPA's
- Students
- Financial institutions
- Low-income advocates
- Refugee resettlement programs
- All City departments
- Downtown advocacy groups

Prepared by Councilor Kevin Worden on behalf of the Institutions and Human Resources Committee (Councilors Worden, Bushor, Tracey). The Committee much appreciates the staff support from Susan Leonard, Director Human Resources, Stephanie Reid, Interim Human Resources Generalist and Brian Pine, CEDO Assistant Director for Housing.

The Committee met on May 28, 2013, July 1, 2013, August 19, 2013, January 2, 2014, January 29, 2014, February, 20, 2014, April 2, 2014 (anticipated)

Items reviewed and discussed at Committee meetings over the past year include:

Mayor's office reorganization: The Mayor presented a proposed Mayor's office reorganization creating a Chief of Staff and Mayoral Projects Coordinator positions in place of two Assistant to the Mayor positions.

Diversity Update: An update on Diversity Initiatives throughout the city with the Strategic Planning Committee (SPC), chaired by Sarah O., and Kyle D was presented by Susan Leonard. The SPC finished the first phase draft. The strategic plan is not yet completed, Kesha and Beth are working directly with the Mayor to put together a RFP for a consultant and finish that work in terms of getting the plan complete and having best practices incorporated into the plan. Diversity Goals for the HR department- The department has completed the application for the We All Belong Program. This is the 3rd the grant. An HR AmeriCorps member was approved to work in the office full time specifically on Diversity initiatives, purchase and implementation of our Online Diversity Training Software (new and current employees will receive the training), EEO reporting, policy manual changes in regards to diversity, and direct service around processing recruitment.

Contract Negotiations Update – IBEW & BPOA: Susan Leonard summarized ongoing contract negotiations process and status.

UVM memorandum review: Joe Speidel and Lisa Kingsbury reviewed the Memorandum of Agreement (MOA) between UVM and the City and summarized UVM initiatives related to MOA. It was noted that the MOA does expire in 2015 and as a result additional conversations will take place. The Committee expressed that UVM should make more progress towards the identification of off-campus student addresses as required in the MOA. The Committee noted that there is general agreement that UVM has met the requirements of the MOA.

Human Resources Department re-organization: Based on the resignation of the Retirement Administrator and other factors, Susan proposed a department re-organization including reclassification of the Human Resources Generalist position and title changes for a few Human Resources Department staff members. The Committee members provided general input and support for the re-organization which requires Board of Finance and Administration approval.

Department Head Vacation Time options: The Administration and Human Resources Department have been considering different options to enhance attraction and retention of Department Heads (and potentially other senior level positions), through alternative vacation options. Several options were discussed including an additional week of vacation and combined time off. Committee members requested more detail and a summary of how many positions might be affected and how equity between current, recent and future hires might be affected if a policy change is made.

Peter Owens residency hardship waiver: This item was reviewed and discussed at two committee meetings. Input from City Attorney was requested related to whether the waiver request met Charter and past council policy, which the City Attorney confirmed it did. No consensus was reached by the Committee on a recommendation to the full Council so the original resolution sponsored by the Mayor, with a few minor revisions was co-sponsored by Councilor Worden and forwarded to the City Council for action.

Domestic Violence Policy Re-write: The Human Resources Department, in conjunction with Woman Helping Battered Woman developed a new Domestic Violence Policy section for the Human Resources Manual. Committee members raised the concern that the policy should be reviewed with the City Attorney. The policy was reviewed by the City Attorney and significantly revised. The Committee reviewed the revised policy section and made some additional minor suggestions which were incorporated.

A range of individual City employee items were reviewed by the Committee.