



City of Winooski
Vermont's Opportunity City

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Housing Commission Minutes

6/24/2019 - Minutes

I. Call to Order

6:04 PM

Members Present: Robert Millar, Anna Wageling, Chris Melnyk, Jessica Bridge

City Staff Present: Heather Carrington

Guests Present: Mayor Kristine Lott

Call to Order by: Robert Millar

Minutes Recorded by: Anna Wageling

II. Public Comment

Staff shared public comment received by email. A community member provided extensive comment on the draft Housing Trust Fund policy, which staff shared with the Commission for their consideration.

III. Approve Previous Meeting Minutes

There were not enough Commissioners who had been present at the previous meeting to take a vote. Approving meeting minutes was tabled for the next meeting.

IV. Department and City Updates

On June 1, 2019 the Council and Leadership Team met to review the proposed 2019-2020 Policy Priorities and Strategies to come to a shared work plan. The Housing piece of the priorities and strategies document included: Housing Trust Fund - Establish Policies and Procedures; Fully utilize Fire House and data to inform housing discussions and operations. The document was adopted at the June 17th City Council meeting. The Housing Commission's work plan over the next year will allow for more than implementing the Housing Trust Fund. Guidance from the new City Council at the Housing Goal Updates will help to guide that work.

V. Housing Trust Fund Policy and Procedure Document – Review Work Session

The Housing Commission discussed some of the remaining decision points around the Housing Trust Fund policy. The Commission decided against setting a minimum score for applicants to receive funding, citing the possibility that it would lead applicants to believe that they will necessarily receive an award if they exceed the minimum score. Staff presented a rough financial model of funds for homeownership vs. funds for rental development or rehabilitation, as well as a sample repayment schedule of loans based on the policy as written. The Commission recognizes that the existing funds are limited and will require additional funding sources over time. The financial modeling brought to light some shortcomings in the distribution of funds based on the policy. For the next meeting, staff will bring back three possible models for changes to the policy which will realign distribution of funds.

VI. Discuss and Plan Housing Goal Update for City Council – July 15th Meeting

Staff noted that a Housing Goal Update will be provided to City Council at the July 15th meeting. Robert Millar and Jessica Bridge will attend the meeting to present the work of the Housing Commission. Staff provided an overview of the proposed contents of the update to include: introduction of Commission and Charter, High level findings through initial analysis, recommendations and goals of Commission, recommended housing targets, policies and strategies discussed to date, Housing Trust Fund policy development, affordability percentages for currently permitted housing developments, request for guidance for next steps. Staff will build out the presentation and forward it to the Commission for review and input prior to the Council meeting.

VII. Adjourn

Motion by: Chris Second: Jessica Time: 7:02 PM