



Winooski Housing Commission Meeting

Tuesday, July 25, 2023, at 6 PM

- Attend in person: Winooski City Hall ([27 W Allen St](#))
- Attend online: <https://us06web.zoom.us/j/88653025010>
- Attend by phone: 1 646 558 8656
- Webinar ID: 886 5302 5010

I. Call to Order

II. Public Comment

This item is reserved for comments and questions on topics that are **not** included on this agenda. Time for public comment is included by default for each item below!

III. Approve Previous Meeting Minutes

https://winooskivt.gov/AgendaCenter/ViewFile/Minutes/_05042023-1134

IV. Discussion: New Meeting Time

V. Discussion: City Council Policies & Priorities Fiscal Year 2024

Documents:

[2023-2024 Council Policy Priorities and Strategies - Council Adopted 6.5.23.pdf](#)

VI. Discussion: Housing Initiative Director Annual Workplan Draft

VII. Discussion: Housing Trust Fund Changes

VIII. Discussion: Short-term Rentals in Winooski

IX. Discussion: New Member Needs

X. Adjourn

COUNCIL POLICY PRIORITIES AND STRATEGIES
for FISCAL YEAR 2023-2024
Council Approved June 5, 2023

Vision Area	Ref.	Activity	Departments* Involved	Priortiy	Master Plan Goal(s)**	More Resources Needed This Year?	Equity Focus?	Commission Work Needed/ Desirable?
All	A-1	Continue integrating equity considerations into all aspects of staffing and operations*, including revisiting scope of Equity Director role.*****	CM, HR	Must Do	SHCP 22	Maybe	Yes	Yes
	A-2	Develop and implement inclusive community engagement plan for staff.*	CM , All	Must Do	SHCP 16, 17, 18	Maybe	Yes	Yes
	A-3	Continue work on a Language Access process, starting with an request for proposals for a specialist contractor****	Comms, CM, CC, All	Must Do	SHCP 18	Maybe	Yes	Yes
	A-4	Consider investing temporarily funds formerly known as American Rescue Plan Act (ARPA)*	Fin, CM	Recommended	EV 7			Yes
	A-5	Community engagement effort to tackle Equity Audit findings, in partnership with Winooski School District***	Comms, CM, HR	Recommended	SHCP 22, H 2, 3, 5		Yes	Yes
	A-6	Conduct staffing audit (including skills matrix) to assess current capacity*	HR, CM, All	Recommended	SHCP 19, 22			
Ec Vi	EV-1	Finalize amendments to the Municipal Code related to sidewalk use**	P&Z	Recommended	EV 1			
	EV-2	Implement specific initiatives identified as part of the Working Communities Challenge Grant objectives.***	CM	Recommended	SHCP 17, 18, 22		Yes	Maybe
Housing	H-1	Educate both tenants and property owners of changes/updates to Public Building Registry*****	F&C, H	Must Do	H 3, 5			
	H-2	Fully implement changes/updates to Public Building Registry*	F&C	Recommended	H 3, 5		Yes	
	H-3	Implement Plans Review process and fee structure, transition from current state process	F&C	Recommended	EV 1, 7			
	H-4	Inform outreach efforts for Airport Noise Mitigation Program	H, Comms	Recommended	H 3		Yes	
	H-5	Continue to explore updating ordinances and the Unified Land Use and Development Regulations to address housing priorities identified by City Council, including renter protections and short term rentals****	P&Z, H	Recommended	LU 5, 9		Yes	Yes
Municipal Infrastructure	MI-1	Abenaki Way Parking Garage Development: Finalize project approach	PW, CM, Fin, P&Z	Must Do	LU 1, 2			
	MI-2	Main Street Revitalization Project: award project, begin construction, perform outreach with VTrans and their communications contractor's support (WSP)****	PW	Must Do	MI 8, 10, SHCP 1	Maybe	Yes	
	MI-3	Winooski River Bridge Replacement Project: continue development with the project team, bond vote preparation*	PW, Fin	Must Do	MI 8, SHCP 1			
	MI-4	Planning to implement Bicycle and Pedestrian Master Plan recommendations	P&Z, PW	Recommended	LU 3, MI 4, 8, SHCP 1, 13		Yes	Yes
	MI-5	Planning to address base city infrastructure financial needs [including sidewalks, per Council]*****	PW, CM, Fin	Recommended	MI 3, 10, EV 7		Yes	Yes
	MI-6	Lafountain / Dion Street Scoping Study	PW	Recommended	MI 1, 10, SHCP 1		Yes	
Safe, Healthy, Connected People	SHCP-1	Finalize and execute plan for future management and improvements to the O'Brien Community Center, including improvements to the Winooski Memorial Library; zoning changes needed****	CS, CM	Must Do	SHCP 9, 10, 11		Yes	Yes
	SHCP-2	Recruitment and retention of Paid On-Call Part-time staff for Fire & Code**	F&C, HR	Must Do	SHCP 19, 22	Maybe	Yes	
	SHCP-3	Continue to invest in our employees for future leadership and management roles in Police Department.	PD	Must Do	SHCP 19, 22	Maybe	Yes	
	SHCP-4	Manage staffing shortages and pending retirements to efficiently fill open positions while not overworking of our current employees in Police Department., incl exploring Public Safety Impact Fee to support retention via facility improvements***	PD, HR	Must Do	SHCP 19, 22	Maybe	Yes	
	SHCP-5	Strategic Vision Plan for fire/EMS delivery models, including dispatching*	F&C, CM	Must Do	SHCP 20	Maybe		
	SHCP-6	Finalize plans for possible future renovation of existing fire station to accommodate 24/7 staffing, incl exploring Public Safety Impact Fee for facility improvements***	F&C, PW, CM, Fin	Recommended	SHCP 19, 20, 22	Maybe		Maybe
	SHCP-7	Sale of O'Brien Community Center to Champlain Housing Trust, partner to raise funds for renovation.*	CM, CS, Fin	Recommended	SHCP 9, 10, 11		Yes	
	SHCP-8	Continuing to make progress on the Parks and Open Space Plan, including finalizing management plan for Memorial Park*	CS, CM	Recommended	LU 8, 12, 13, EV 4, MI 6, 7, SHCP 2, H 9		Yes	Yes
	SHCP-9	Determine future plan for the Winooski Senior Center on the St. Stephens property	CS, CM	Recommended	SHCP 13		Yes	Yes

*CM = City Manager, CC = City Clerk, Comms = Communications, CS = Community Services, Fin= Finance, Fire and Code = F&C, H = Housing, HR = Human Resources, P&Z = Planning and Zoning, PD = Police, PW = Public Works

**EV = Economic Vitality, H = Housing, LU = Land Use, MI = Municipal Infrastructure, SHCP = Safe, Healthy, Connected People