



Winooski City Council Meeting

Monday, May 1, 2023 at 6 PM

I. Call to Order

The meeting was called to order at 6:02 PM

Members Present: Mayor Kristine Lott, Councilor Bryn Oakleaf, Councilor Aurora Hurd & Councilor Charles Judge.

Officers Present: Elaine Wang, City Manager, Ray Coffey, Community Services Director, Jon Rauscher, Public Works Director, Paul Sarne, Communications Director, Eric Vorwald, Planning & Zoning Director, Jenny Willingham, City Clerk & John Audy, Fire Chief

Others Present: Connor Daley

II. Agenda Review

None

III. Public Comment

None

IV. Consent Agenda

- A. Approval: City Council, Liquor Control Board, Cannabis Control Commission Minutes of April 17, 2023
- B. Approval: Payroll Warrant April 2 - 15 2023
- C. Approval: Accounts Payable April 26, 2023
- D. Approval: Event Permit Application - 2023 Memorial Day Parade
- E. Approval: Annual Financial Plan - Town Highways

Minutes: Councilor Oakleaf requested on the Consent Agenda #E to move to a Regular Item (A1).

Motion: Motion by Councilor Oakleaf seconded by Councilor Hurd to move Consent Agenda # E to a Regular Item #A1. Voted and passed 3-0
Motion by Councilor Judge seconded by Councilor Hurd to approve the remaining items on the Consent Agenda. Voted and passed 3-0

V. Council Reports

Councilor Hurd - The Inclusion & Belonging Commission rescheduled the regular meeting to April 27th. The Commission had an in-depth discussion on what a Stipend Policy would look like. We are hoping to put together a draft and present to Council at our next meeting. Specific discussion around Commissioners' participation in Interviews or other Committees'/Groups. Margaret Bass resigned from the Commission for personal reasons. The Commission will truly miss her. The newest Commissioner, Ruth Steinmetz was present for the meeting and we are excited to have her.

Councilor Oakleaf - The Municipal Infrastructure Commission will meet on May 18th due to a lack of Agenda Items. Green-Up Day is Saturday, May 6th.

Mayor Lott - On Thursday, the Planning Commission had a Public Hearing on updates to parking and incentives for historic preservation. There have been concerns from one of the local developers that the proposed changes would reduce density. The Commission asked for more information for the next meeting on May 11th to possibly advance the changes to City Council. There will be a Public Hearing before adopting any regulations or changes. Also, looked at a map for potential design review for a new district. This would add another layer for review for properties within the new district. There will be ongoing discussions to follow.

The Annual Memorial Day Parade will take place on Saturday, May 27th at 10:00 AM. They are looking for community groups to participate. In addition, there will be a free BBQ following the Parade.

Councilor Judge- The Housing Commission will meet on Thursday at 6:00 PM.

VI. City Updates – Elaine Wang, City Manager

Green Up Day - join your neighbors for Green Up Day in Winooski on Saturday, May 6th and enjoy this annual statewide tradition by cleaning up public spaces in the community. Participants can grab their Green Up bags early at Winooski City Hall or the O'Brien Community Center until May 5th. On Green Up Day, stop by at the Winooski Senior Center from 8:30 AM -2:00 PM to get your Green Up bags – enjoy light refreshments provided by Sarom's Café. You can also stop by at Four Quarters brewing from 12:00 PM to 4:00 PM to get your bags and a free hot dog. Feel free to "Green Up" any part of the City! For full event details and guidelines, please visit winooskivt.gov/greenupday.

Seat Vacancies - The City of Winooski is searching for engaged and dedicated residents to serve on our boards, commissions and committees. These opportunities are an excellent way to give back to the community. Applicants with related experience, skill sets, and interests are encouraged to apply. Council and staff welcome diverse voices. If you have never served, we will do our best to support you!

Current seat vacancies include the Finance Commission, Inclusion & Belonging Commission, a brand-new Youth Member position with the Winooski Memorial Library Committee, the CCRPC Planning Advisory Committee, the Winooski Valley Parks District Board of Trustees and the Chittenden Solid Waste District Board of Commissioners. Learn more about these positions by visiting the news updates section of winooskivt.gov. On a similiary note, the City will have an announcement in the coming weeks advertising our annual board, commission and committee term expirations which are right around the corner on June 30th.

Lafountain/Dion Local Concerns Meeting - The Chittenden County Regional Planning Commission invites you to attend the first public meeting of the Lafountain Street and Dion Street Scoping study on Monday, May 8th at 6:30 PM at Winooski City Hall. The purposed of the Study is to investigate potential street reconfigurations along Lafountain Street and Dion Street, spanning from Main Street to East Allen Street, based on public feedback. The public is encourage to participate in all phases of the Study, starting with the Local Concerns Meeting. The goal of the Local Concerns meeting is to gather input on local concerns, transportation needs and ideas to develop alternative solutions. This is an excellent opportunity to share your concerns and suggestions to enhance the corridor. For full project details, please visit the news updates section of winooskivt.gov or visit ccrpcvt.org

Blood Drive at the Senior Center - The Winooski Fire Department is hosting a blood drive in partnership with the American Red Cross at the Winooski Senior Center on Friday, May 19th from 12:00 PM to 5:15 PM. Please consider signing up today- your donation can save a life! Visit the news updates section on winooskivt.gov to learn more.

VII. Regular Items

A1. Approval: Annual Financial Plan- Town Highways- Jon Rauscher
This is an annual filing requirement to the State of VT to procure new grants based on FY 24 budget data. Included in this is Income and Expenses. Included in the Expense section is the cost of Winter maintenance and Non-Winter Maintenance.

Motion by Councilor Oakleaf and seconded by Councilor Hurd to approve the signing of the Annual Financial Plan. Voted and passed 3-0

A. Discussion: Operational Overviews - Community Services Department, Department of Public Works - Ray Coffey, Community Services Director, Jon Rauscher, Director of Public Works

Minutes: Ray Coffey- Community Services Department gave a "snapshot" of the team staff: Recreation/Parks, Library Senior Center and Children and Family Programs, Youth Interventionist, Admin & Outreach Coordinator. Ray elaborated on the daily operations for each of the various team staff as well as the proposed FY24 Goals and Initiatives. Some of the daily operations include providing "basic needs" such as the need for equipment and transportation. In addition is THRIVE after school programs, a licensed center providing services from 3:00 PM to 5:30 PM (Monday-Friday) This is a state

licensed child care center that provides 7 weeks of full day care. Questions and thoughts about the sustainability and continued growth of the programs. Also, the maintaining of the various parks including Memorial Park off of Elm Street. A need for the exploration for park & facility manager to develop a plan to protect this ecologically natural park including an access plan to the park as well as signage.

Jon Rauscher- Public Works Director provided an operational overview of daily functions of the Public Works Staff. These daily operations and functions include the management, planning, maintenance and replacement of City-owned infrastructure (streets, facilities, water distribution system, sanitary and stormwater sewer systems. In addition, an overview of the planning/priorities & major capital projects for this department. Included in the progress FY23 and proposed FY24 Goals and Initiatives is the ADA Transition Plan, VTransCapital Projects, Main Street Revitalization Project, Lafountain/Dion Street Scoping Study, Winooski River Bridge Replacement Project and a City-Wide Bike-Ped Masterplan. Also, one of the proposed FY24 Goals and Initiatives is the Abenaki Way Parking Garage Development. This partial list represents \$37.6 million dollars in City Investments.

B. Discussion: Strategic Vision Area Goal Updates - Housing, Economic Vitality - Elaine Wang, City Manager

Minutes: Housing Goal Update - City Manager Wang provided an update on the progress to date. The hiring of our new Housing Initiative Director, Jazmine Hurley will be responsible for strategic planning with various stakeholders to develop a work plan. In addition is the goal for updating the Public Building Registry Ordinance, Assisting the Housing Commission with policy work, launching and monitor housing trust fund program. An overview of the reappraisal process as well as some new ideas. As part of the Housing policy goals and ideas is the exploration of new educational opportunities for Tenants and Landlords. **Economic Vitality Goal Update** - City Manager Wang highlighted the Goals and Initiatives particularly the initiatives from the Vermont Community Foundation (Working Community Challenge grant) to further explore a language access plan as well as enhancing economic & equity opportunities for our community. In addition is the redevelopment of 17 Abenaki Way, Wayfinding scope (downtown and parking garage, Land Use Code Incentives, updating Code amendments as well as other recommended actions to maintain and expand our economic development to ensure long-term vibrancy.

C. Discussion: Ordinance Update – Chapter 28 Fees - Angela Aldieri, Finance Director

Minutes: Finance Director provided an Ordinance Update for various fees collected by the City. The proposed changes would require setting the date for a public hearing. Discussion ensued regarding various building permit fees, inspection fees, Myers Pool fees and dog licenses. A Public Hearing will be set on Saturday, May 13th at the Strategic & Priorities Retreat.

- D. Discussion: FY23 Q3 Treasurer's Financial Report - Angela Aldieri, Finance Director, John Feeney, City Treasurer

Minutes: Angela Aldieri provided the Treasurers' Financial Report for FY23 Q3 detailing and tracking the General Fund, Enterprise Fund and Special Revenue Fund. The Treasurers' report that the City is projecting a combined net surplus of funds for the end of the fiscal year.

- E. Discussion: Downtown Winooski Memorandum of Understanding - Mayor Kristine Lott

Minutes: Extensive discussion arose around the annual renewal of the Downtown Winooski Memorandum of Understanding including the operations and financial reporting from Downtown Winooski. Topics included a potential cap on the City's annual contribution, why the agreement is a Memorandum of Understanding versus a contract, the desire by Council members for more financial transparency, and the history of the contribution discussions between the City and Downtown Winooski. Council members asked the City Manager to provide the financial information, shared during this meeting, in writing when they are asked to decide on adjusting the City's financial contribution.

- F. Discussion/Approval: Arbor Day Proclamation - Mayor Kristine Lott

Minutes: This National Official Proclamation was initiated by Winooski Tree Committee Member, James Duncan to recognize the value of the trees.

Motion: Motion by Councilor Hurd and seconded by Councilor Judge to proclaim May 5, 2023 as Arbor Day. Voted and passed 3-0

- G. Discussion/Approval: Winooski Falls East Development (Lot 7D) - Status Update - Jon Rauscher, Director of Public Works

Minutes: Jon Rauscher Public Works gave an updated status update of the development for Lot 7D (Winooski Falls East Development). Doug Neede gave an update on the Marriott franchise hotel is working through the Marriott process. The Branding was approved along with the early stages of the architectural review. Bill Niquette stated there was not an update at this time. There was structural issues (concrete vs. steel) that was causing some design decisions. He is awaiting some bids.

Motion: none

VIII. Executive Session - Executive Session Pursuant to 1 V.S.A. §313 (2) the negotiation of real estate purchase or lease options related to Lot 7D (Abenaki Way).

Minutes: An Executive Session was not necessary

IX. Adjourn

Minutes: A motion to adjourn at 8:45 PM

Motion: Motion by Councilor Hurd seconded by Councilor Judge to adjourn at 8:45 PM
Voted and passed 3-0

Attest _____
Jenny Willingham, City Clerk