



**City of Winooski**  
Vermont's Opportunity City

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**winooski.vt.gov**

**Housing Commission Minutes**

4/22/2019 - Minutes

**I. Call to Order**

6:07 PM

Members Present: Robert Millar, Anna Wageling, Bobby Arnell

City Staff Present: Heather Carrington

Guests Present: Mayor Kristine Lott

Call to Order by: Robert Millar

Minutes Recorded by: Anna Wageling

**II. Public Comment**

Heather and Mayor Lott shared concerns about the Housing Trust Fund that were raised by a member of the public at the 4/15/19 City Council meeting. Specifically, the concerns were as follows: ensuring that housing trust funds are available for existing housing as well as new housing, funds should be made available for bringing existing housing up to code and improve curb appeal, the housing trust fund should not favor developers over homeowners, and there should be a limit on the frequency with which a single developer or property owner can access the funds.

**III. Approve Meeting Minutes from 3.25.19**

Meeting minutes from the March 25th meeting were approved.

**IV. Department and City Updates**

Staff updated the Commission on the discussion about historic preservation in the community. Mayor Lott, City Manager Jessie Baker, and Community and Economic Development Officer Heather Carrington met with concerned residents last week to discuss the issue and options for moving forward. Heather and Mayor Lott also met with staff from the State Division of Historic Preservation last week. The City Council and staff leadership team will be meeting for a retreat on June 1st to establish the policy priorities and strategies to guide staff work over the next year. Historic preservation will be discussed as part of this meeting. The meeting will be publicly warned and is open to the public.

**V. Working Session: Review Housing Trust Fund Policies Document**

The Commission reviewed and discussed revisions to the Draft Housing Trust Fund Policy. The Commission completed a detailed review of the scoring criteria and weighted point system for the Affordable Housing Development and Rehabilitation portion of the HTF. The Commission resolved that the three highest priorities for this portion of the HTF are: rehabilitating existing affordable housing to meet code and improve safety, creation of new owner-occupied housing units, and ensure that low income households have access to all areas of the city (economic integration). The Commission began looking at the scoring criteria and the application process for the Housing Improvement Loan Program (HIP) portion of the HTF. These funds are available for single family homes as well as owner-occupied multifamily properties serving low to moderate income households. Eligibility requires that the homeowner earns no more than 120% AMI. Priorities for these funds include: resolving a code non-compliance issue related to life safety, energy related repairs or improvements, improvements necessary to accommodate occupancy by disabled persons, repair or replacement of major building components/systems in danger of failing within the next five years, and improvements and reasonable amenities to enhance the quality of living or ensure that the owner is able to market the units to the target population. The Commission will look at further revisions to the scoring system and the Down Payment Assistance program portion of the HTF at the next meeting.

**VI. Adjourn**

Motion by: Bobby

Second: Anna

Time: 7:25 PM

Next Meeting: Monday, May 27th, 2019 6-8PM