



100 Years

100th Annual Report

Fiscal Year July 1, 2021 - June 30, 2022

Submitted to The Honorable Mayor,
City Council, and the Residents of Winooski

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Warning of the 100th Annual Winooski City Meeting

The legal voters of Winooski are hereby warned and notified to meet at a City Meeting at Winooski School on March 6, 2023 at 6:00 p.m. to discuss Article Two, Article Three and Article Four and to conduct an informational hearing on the Australian Ballot questions. The meeting to be adjourned and to reconvene at the Winooski Senior Center, 123 Barlow Street on Tuesday, March 7, 2023 to transact any business involving voting by Australian Ballot to begin at 7:00 o'clock in the morning and to close at 7:00 o'clock in the evening. The legal voters of the City of Winooski are further notified that voter qualification, registration and absentee voting relative to said meeting shall be as provided in Title 17 V.S.A. Chapters 43, 51 and 55. In addition, Act No. M-6 (H.227)

Article One

To elect two (2) City Councilors for a term of two (2) years each.

Article Two, City Budget

Shall the voters of the City of Winooski approve the budget for the Fiscal Year for 2024 in the amount of \$9,242,032.87(nine million, two hundred and forty-two thousand, thirty-two dollars and eighty-seven cents). The amount to be raised from property taxes is \$6,699,800.98 (six million, six hundred and ninety-nine thousand, eight hundred dollars and ninety-eight cents).

Article Three

Shall the City Council be authorized to apply for and accept funds from sources other than property taxation, and to expend the same for the benefit of the City in addition to sums for which budget appropriation has been made? (Approval of this article will not impact property taxes.)

Article Four

Shall the Charter of the City of Winooski, Acts of 2013, No. M-9, as amended, be further amended to give the City Council the power to provide by ordinance protections for residential tenants from evictions without 'just cause' by adopting and adding a new subsection 304(b)(13) to read as follows:

"304(b)(13)(A) To provide by ordinance protections for residential tenants, as defined in Chapter 137 of Title 9 of the Vermont Statutes Annotated, from eviction without 'just cause,' where just cause shall include, but is not limited to:

- (1) a tenant's material breach of a written rental agreement,
- (2) a tenant's violation of state statutes regulating tenant obligations in residential rental agreements,
- (3) non-payment of rent, and
- (4) a tenant's failure to accept written, reasonable, good faith renewal terms.

(B) Such ordinance shall exclude from 'just cause' the expiration of a rental agreement as sole grounds for termination of tenancy. In addition to the exemptions in Chapter 137. of Title 9, the ordinance shall exempt from this provision, subject to mitigation provisions, sublets and in-unit rentals as well as the following properties but not limited to:

- (1) owner-occupied duplexes, and triplexes;
- (2) those being withdrawn from the rental market, including properties to be occupied by the owner or an immediate family member as a primary residence; and
- (3) those in need of substantial renovations which preclude occupancy.

(C) Such ordinance shall include provisions that:

- (1) mitigate potential negative impacts on tenants and property owners, including but not limited to requirements of adequate notice and reasonable relocation expenses,
- (2) provide for a reasonable probationary period after initial occupancy, and
- (3) limit unreasonable rent increases to prevent de facto evictions or nonrenewals, although this shall not be construed to limit rents beyond the purpose of preventing individual evictions.

(D) The ordinance shall define what is 'reasonable' and 'adequate notice' in defining just cause and shall require that landlords provide notice of just cause and other legal requirements as part of the rental agreement."?

Dated at Winooski on the 23rd of January 2023.



Kristine Lott, Mayor



Councilor Bryn Oakleaf



Councilor Aurora Hurd



Councilor James Duncan



Councilor Thomas Renner

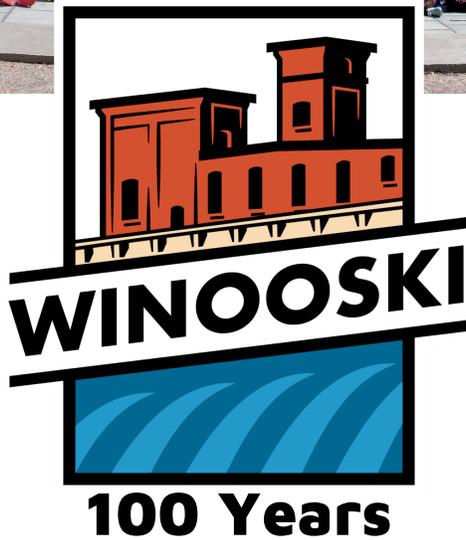
Dedication



The City of Winooski dedicates this annual report to Janet Brouard, who after almost 33 years of dedicated service is moving on to new opportunities and adventures! While Janet spent most of her time helping Winooski's residents and visitors in the City Clerk's Office as the Senior Assistant City Clerk, Janet was also a member of the Leadership Team and the Vermont Municipal Clerks and Treasurers Association. She also supported countless local elections, City Council meetings, community events, and special projects. Janet's work ethic, sense of humor, and positive attitude will be missed! Please join us in thanking Janet for all the laughs, friendship, and baked goods over the years. We wish you the best from everyone here at City Hall.



Former City Clerks Pauline Schmoll, Carol Barrett, and Janet Brouard celebrating their combined City Clerk service of 117 years



Centennial Celebration

During March and June of 2022, the City of Winooski celebrated our 100th municipal birthday with an amazing series of community events and features highlighting our people, places, traditions, and 100-year legacy of welcoming and opportunity.

"For 100 years, Winooski has welcomed strivers - people looking to build a better life for themselves and their families. We're a small city where neighbors know each other. We're a city where all of our kids learn together, play together, and grow together. We're a community where everyone can participate in city government, in neighborhood gatherings, and in our lively downtown. We're always striving to improve our city and to welcome our next new neighbors."

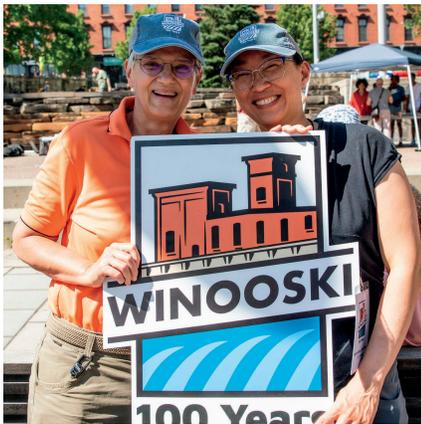
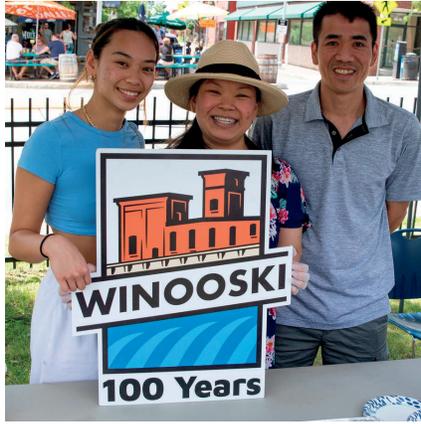
Learn more at
legacy.winooski.vt.gov

Centennial Celebration Committee

Chair: Amy Lafayette, former Winooski City Councilor
Vice-Chair: Meredith Bay-Tyack, Executive Director, Downtown Winooski
Miriam Block, Director, Heritage Winooski Mill Museum
Emily Hecker, Communications and Development Director, Winooski School District
Indra Ghaley, Winooski School District student
Suzana Wilondja, Winooski School District student
Dan Higgins, Winooski Photographer, Emeriti Faculty, University of Vermont
Craig Mitchell, Events Promoter, Musician, Founding Member of Winooski Strong
Joe Perron, President, Winooski Historical Society
Paul Sarne, Communications Director, Staff Liaison, City of Winooski
Irene Kerubo Webster, AALV Caseworker, Performing Artist/Musician



Sample of "100 Faces of Winooski" portrait project







Strategic Vision

Winooski will be an affordable, livable, diverse community where the role of government will be to foster and guide the following:

Economic Vitality

Maintain and expand our economic development to ensure long-term vibrancy.

Municipal Infrastructure

Invest in the city's municipal infrastructure, including energy resources, facilities and technology; roads and sidewalks; and water, sewer, and storm water lines and facilities. Infrastructure investment will make our city safe and accessible to residents and visitors while recognizing the critical role that we play in the region's system.

Housing

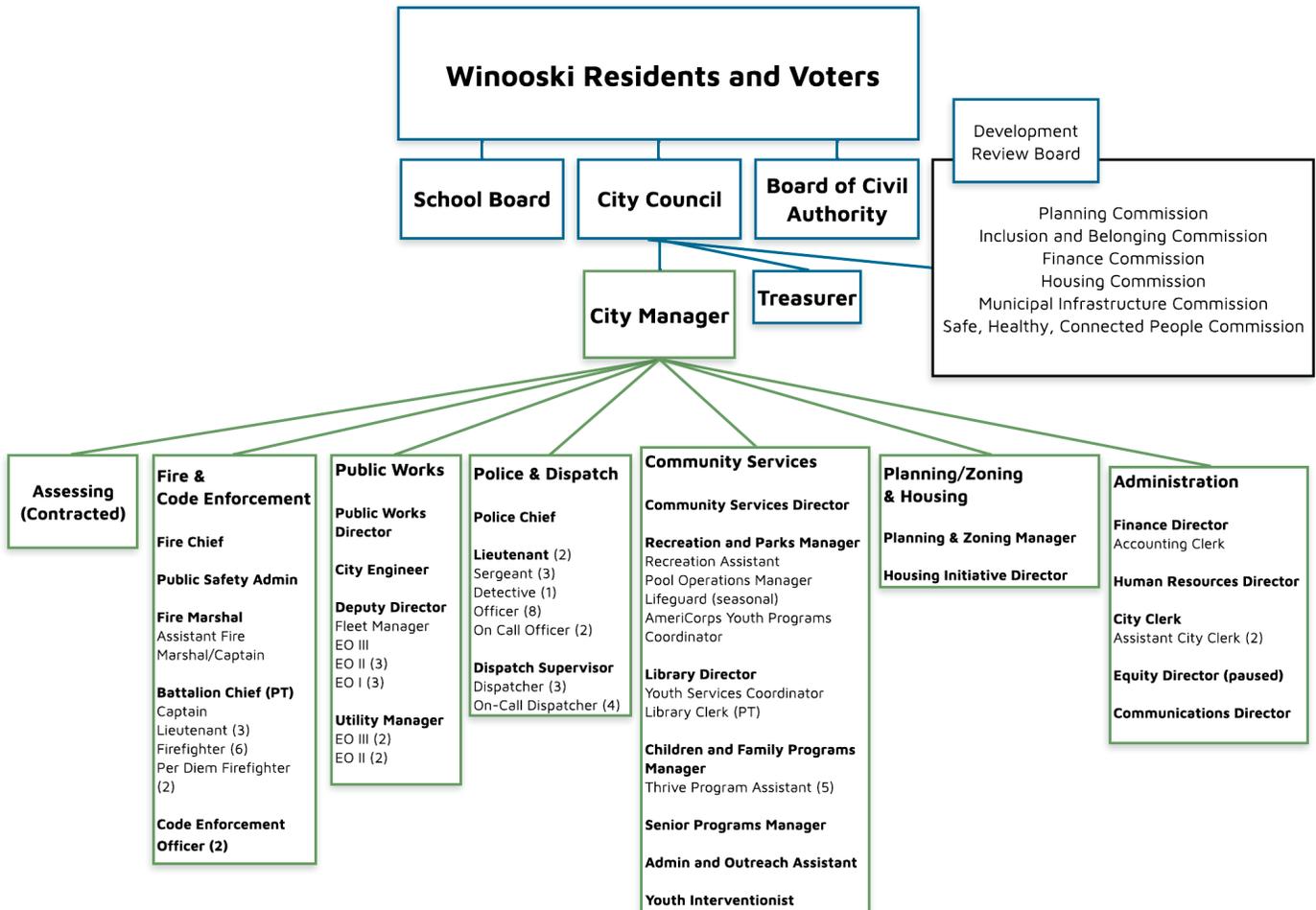
Ensure a mix of quality housing that maintains and enhances Winooski's unique sense of place and supports the needs of the entire community.

Safe, Healthy, Connected People

Foster relationships across generations and cultures by providing a safe and healthy environment and providing opportunities to connect and engage with other residents of the city.



Organization Chart As of February 2023



City Officials

As of February 2023

View up-to-date information:
winooskivt.gov/council
winooskivt.gov/staff
winooskivt.gov/representatives

City Council

Mayor Kristine Lott
Deputy Mayor Jim Duncan
Councilor Aurora Hurd
Councilor Bryn Oakleaf
Councilor Thomas Renner

Department Leadership

Elaine Wang, City Manager
Jesse Acri, Human Resources Director
Angela Aldieri, Finance Director
John Audy, Fire Chief
Ray Coffey, Community Services Director
Rick Hebert, Chief of Police
Jonathan Rauscher, Director of Public Works
Jenny Willingham, City Clerk
Paul Sarne, Communications Director
Eric Vorwald, AICP, Planning and Zoning Manager

State Senators (Chittenden Central District)

Senator Philip Baruth
Senator Martine Larocque Gulick
Senator Tanya Vyhovsky

State Representatives (Chittenden-21)

Representative Daisy Berbeco
Representative Taylor Small

Regional Representatives

Champlain Water District: Jonathan Stockbridge
Chittenden County Regional Planning Commission: Mike O'Brien, Abby Bleything (Alt)
Chittenden County Solid Waste District: Bryn Oakleaf, Dr. Ron Stotyn (Alt)
Green Mountain Transit Authority: Austin Davis, Eric Covey (Alt)
Town Meeting TV: Matthew Smith
Winooski Valley Parks District: Erin Dupuis
Winooski Housing Authority: Diane Potvin, Patricia Raymond,
Abeer Al Zubaid, Nicole Mace, Marnie Owen

Board of Civil Authority

Emily Bowers, Chair
Thea Wurzburg, Vice-Chair
Bridget Ahrens
Daisy Berbeco
Steven Berbeco
Arica Bronz
George Cross
Katherine Decarreau
Diana Gonzalez
Mary Hussman
William Norful
Michael O'Brien
Susan O'Brien
Karen O'Hagan
Taylor Small

Development Review Board

Eric Vorwald, AICP, Staff Liaison
Matt Bacewicz, Chair
Harland Miller, Vice Chair
Elsie Goodrich, Secretary
Aaron Guyette
David Weissberger
Jordan Matte, Alternate

Finance Commission

Mayor Kristine Lott, City Council Liaison
Angela Aldieri, Staff Liaison
Ashley Lucht, Chair
Matthew Francis, Secretary
Jason Burds
Maurice Matte
James Messeder
Dillon Lovell, Alternate

Housing Commission

Deputy Mayor Jim Duncan, City Council Liaison
Elaine Wang, Staff Liaison
Robert Millar, Chair
Leslie Black-Plumeau
Jessica Bridge
Jack Commo
Katherine Decarreau
Stevya Mukuzo
Anna Wageling

Inclusion and Belonging Commission

Councilor Aurora Hurd, City Council Liaison
Jenny Willingham, Staff Liaison
Margaret Bass
Abdi Mohamed
Parker Silver
Nick Woolf

Municipal Infrastructure Commission

Councilor Bryn Oakleaf, City Council Liaison
Jon Rauscher, Staff Liaison
Brian Borah, Chair
Michelle Metzler, Vice Chair
Jason Williams, Secretary
Emily Corley
Peter Wernsdorfer
Dallas Wheatley, Alternate

Planning Commission

Mayor Kristine Lott, City Council Liaison
Eric Vorwald, AICP, Staff Liaison
Mike O'Brien, Chair
Abby Bleything, Vice Chair
Tommie Murray
Joseph Perron
Sarah van Ryckevorsel
Connor Daley (Alternate)
Brendan Sage (Alternate)

Safe, Healthy, Connected People Commission

Councilor Aurora Hurd, City Council Liaison
Staff Liaisons: Ray Coffey, Rick Hebert, John Audy
Mary Hussmann, Chair
Courtney Blasius
Yam Basnet
Amanda Goldstein
Hannah Kretvix
Katherine Lowe, Alternate
Meredith Bushey, Alternate

Mayor's Report

It is an honor to present to you my fourth annual report as Mayor of Winooski. This past year has brought many milestones, celebrations, and challenges, from the COVID-19 pandemic to our 100th anniversary on March 7, 2022.

One key achievement this year was welcoming our new City Manager, Elaine Wang. Elaine served as the Assistant Manager for the Town of Barre and brings a wealth of knowledge, experience, and enthusiasm to the position. She continues to provide genuine care and passion for this work and the community. It's been a pleasure to watch her lead our staff, support the Council, and build relationships in Winooski.

We continued our focus on equity and inclusion initiatives this year, which include an equity audit in partnership with the Winooski School District. This new document helps guide priorities related to affordable housing, landlord and tenant education, creating a more diverse and inclusive staff, increasing access to government among marginalized community members, and strengthening collaboration with the School. We launched the Inclusion and Belonging Commission and codified an approach to expand community outreach and engagement. Though there is much more work to do, we look forward to building on the progress we've made.

We kicked off a state-mandated, city-wide reappraisal last spring that will be completed in 2024. Please know that a reappraisal does not mean a tax increase and that we are committed to a transparent and fair process for all. A reappraisal will only impact your tax rate if your property value has gone up or down relative to the average home value in Winooski. As the housing crisis continues to present challenges, we remain focused on improving housing stability for our residents. To this end, our successful partnership with the Champlain Housing Trust brought 20 new affordable family-sized condos to the heart of our city, next to the O'Brien Community Center. In addition, a variety of approximately 100 new rental and homeownership opportunities became available in Winooski during the fiscal year. And, thanks to the diligent work of our Planning Commission, we've made changes to our local regulations that incentivize more affordable housing and prioritize larger units for families.

Like most communities, the COVID-19 pandemic has created quite a few challenges in Winooski - our level of services suffered through supply chain issues, staffing shortages, delays, and cancellations. But through it all, I've been humbled by the resiliency of our residents, business owners, and staff to help each other during such a difficult time. Please continue to vaccinate, test, and stay up to date with state and local public health guidance.

Similarly, inflation continues to be a universal issue impacting our community. The unfortunate reality is that we can't continue the level of operation and service you are used to without an increase in property taxes. We've worked hard over several years to diversify our revenue, including millions of dollars in grants and leveraging local options tax on sales, meals, rooms, and alcohol. We've used only a portion of the \$2 million in federal funding for pandemic recovery. Community feedback about how to prioritize the remainder of funds has been extremely helpful, and we may use some to offset the need for a tax rate increase this year. As inflation declines, we are hoping not to be in a similar position next year. Related, we also are on track to pay off the Tax Increment Financing District (TIF) debt, which helped us redevelop the downtown in the 2000s, leading to Winooski's incredible growth over the years. Once paid in 2024, new tax revenue growth will be available in our budget to address the rising costs.

Beyond the budget, you will also see the voter-proposed charter change for Just Cause Eviction. If passed, the State would need to review it next year before developing an ordinance could be considered. Learn more about this process at winooskivt.gov/justcause. We, your elected officials, are committed to focusing on existing voter-approved initiatives and working together to sustainably and equitably move our community vision forward. As with all elections, we encourage you to get out and vote! Remember, all legal residents, regardless of citizenship status, may vote on Town Meeting Day.



A handwritten signature in black ink that reads "Kristine Lott". The signature is fluid and cursive, with a long horizontal line extending to the right.

Mayor Kristine Lott

City Manager's Report

In accordance with the Winooski City Charter and on behalf of the City staff, it is my great privilege to present you with your 100th Annual Report. I hope you were able to join the Centennial Celebration in Rotary Park in June of 2022. As your new City Manager since May 2022, I must say, at 100 years old, Winooski looks amazing – thanks to you: everyone who lives here, works here, and plays here!

Your City leaders and staff continue to do everything we can to build on this legacy. Below I present the proposed Fiscal Year 2023-2024 (FY24) Municipal Budget and FY22 Annual Report. The Annual Report includes a review of activities and projects by department that carry out the community's Strategic Vision set in 2015: Economic Vitality, Municipal Infrastructure, Housing, and Safe Healthy Connected People.

Town Meeting Day – Proposed FY24 Budget

We are in an unusual time. Like most communities, Winooski is facing very high rates of inflation; like most U.S. municipalities, it also received unprecedented amounts of one-time federal grant funding to help recover from the COVID-19 pandemic (American Rescue Plan Act, or ARPA grant). Unlike most communities, Winooski is also looking forward to its Tax Increment Finance District expiring in May 2024, which will free up revenue, starting in FY25, from development in that downtown district. This mixed financial picture has resulted in a proposed budget that supports community priorities of equity, housing, access to local government and affordability; although, more challenges are ahead in future years.

The total proposed General Fund budget for FY24 is \$9,242,032.87 (an increase of 6.05% from FY23). We estimate a modest grand list increase of 0.8%, which would generate approximately \$71,275.13 in new property tax revenue.

Revenues: The amount to be raised by property taxes (\$6,699,800.98) is proposed to increase by 5.09%. It would have been 11.71% but for the use of \$409,000 of fund balance. Since property tax revenue is projected to increase by \$432,000 in FY25, this use of fund balance in FY24 bridges us to FY25.

Expenses: The City delivers services like elections, records, planning and zoning, recreation, public safety, year-round mobility (roads and sidewalks), water distribution, and sewage collection and treatment. It takes people to deliver these services, so most of our expenses are personnel costs. Accordingly, most of the increase to the budget are salary increases required by union contracts and extended to non-union staff, which also increases the cost of most benefits.

The proposed budget also includes:

- Continuing 5% increase to the Capital Improvement Plan, in a long-term effort to catch up with deferred maintenance needs
- Senior Center programs fund (formerly in a separate fund)
- Adding Community Services positions that have been paid for from pandemic grant funds that support equitable access to recreation, enrichment, and opportunities, including through the Youth Interventionist
- Contribution to St. Michael's Fire and Rescue
- The School Resource Officer as requested by the Winooski School District
- Increased fees assessed by regional service providers:
 - Winooski Valley Parks District for parks access
 - Town Meeting TV for cable and internet access to public meetings

The proposed budget was trimmed by:

- Not filling the Equity Director position (vacant since June 2022)
- Cutting one of two Library Circulation Assistants
- Cutting one of two AmeriCorps members (vacant since May 2022)
- Using \$409,000 of fund balance to bridge the year until the TIF district expires

The challenges in future years continue to be keeping up with municipal infrastructure needs, and right-sizing some City departments to what the community needs, wants, and can afford. The population grew 10% between the 2010 Census and 2020 Census. Winooski also added 295 dwelling units and 20,600 square feet of non-residential space in the Gateway Districts alone. That growth is welcome in many ways. But this growth needs increased services from community services (recreation, library, afterschool programs, Senior Center), fire, code enforcement and aspects of administration. Whereas those staffing levels have stayed about the same over those years, straining those staff. And, achieving the City's 2019-2027 Master Plan and annual strategic priorities require yet more resources.

For FY24, the proposed budget represents a projected tax rate increase of 5.09%. This is lower than current inflation, which was 6.5% in December 2022. For a home assessed at \$225,000, the projected FY24 municipal tax bill will be \$2,812.28, an increase of \$34.09 each quarter, or \$136.36 for the year. The complete proposed FY24 budget is available on the City's website at winooskivt.gov/townmeeting or available in hardcopy at Winooski City Hall.

Article 4 on the ballot is a voter-proposed charter change to give Winooski City Council the power to provide, by ordinance, protections for residential tenants from evictions without 'just cause.' The process and timeline are shown below:



Any "no" vote and Just Cause Eviction would not be in place in Winooski for now
This timeline may also require a second city vote to validate the process

More information from the City about the voter-proposed charter change is here: winooskivt.gov/justcause.

FY22 (July 2021 - June 2022)

The COVID-19 pandemic has eased as more people have immunity from previous infection or vaccines. Businesses have reopened, more activity is in person, and social connections, damaged by the pandemic, are being restored. Residents and businesses continue to adapt and persevere.

Financially, the City ended the year in a stronger position than at the end of fiscal year 2021. The fund balance increased by \$1,372,057 in FY22, because of ARPA funding and more local options tax revenue received than budgeted.

City staff weathered another challenging year: without a permanent manager for about a year, and without an HR Director for several months. The Community Economic and Development Officer Heather Carrington resigned in April, 2022, with her many business and community support activities taken on by other staff, and the loss of her grant-writing capacity. Through these and other day-to-day challenges, City leadership and staff persevered in carrying out with skill the vision, plans and commitments that the community has established and continues to value.

There were other changes at the Leadership Team level: The City's first Equity Director worked for about a year before resigning in June 2022, citing an unsustainable job scope and challenges with the work environment.

Among her lasting contributions were the joint City and Winooski School District Equity Audit, piloting stipends to increase access to Commission service, and developing an Equity Framework to guide Winooski government operations. HR Director Jesse Acri was hired in April 2022. I came on as City Manager in May of 2022 with a commitment to equity, housing, access to local government, and affordability.

Some highlights on how the City made progress on its Strategic Vision goals are below. More detail on other accomplishments is in the following pages.

Economic Vitality: The City supported a COVID Recovery Business Grant Program. Two businesses were awarded \$10,000 each. The Finance Director then revised the guidelines, including advice provided by the Vermont Professionals of Color Network, to make the grant program more accessible for reposting in the next fiscal year. The City also established a local Cannabis Control Commission. New parking software was onboarded to improve customer service, especially online appeals.

Municipal Infrastructure: Thank you to City voters who approved the bond vote for the 100-foot ladder truck for the Fire Department. City building inspectors conducted weekly site visits for the Winooski School District building project. Public Works advanced the Main Street Revitalization project to the right-of-way phase.

Housing: Planning and Zoning Manager, the Planning Commission and City Council, with community input, developed and adopted incentives for priority housing for Winooski, that is affordable and has three or more bedrooms. The City implemented the Champlain Housing Trust development agreement and supported construction of Butternut Grove Condominiums, a perpetually affordable 20-unit complex.

Safe, Healthy, Connected People: The 2022 season of the newly renovated Myers Memorial Pool saw strong usage and many youngsters learning how to swim. An update to the Scholarship Policy and more staff support for the registration process reduced barriers to programs. The City, with the leadership of new City Clerk Jenny Willingham, held the City's first All-Resident Election on March 1, 2022, where Winooski residents who are not U.S. citizens for the first time were able to vote for local officials and budgets. Downtown Winooski partnered with the City to hold a Juneteenth celebration. The City's first Inclusion and Belonging Commission was created. Public Works completed a Traffic Calming Policy and Manual that will guide future decisions. The Police Department prioritized Community Policing throughout the pandemic, including Mental Health Calls, Welfare Checks, and Public Assists, comprising 20% of their call volume.

Gratitude

The information presented herein reflects the tremendous work of our Commissioners, Council, staff and Leadership Team.

I feel tremendously fortunate to have joined a fantastic Leadership Team who is so committed to our uniquely wonderful community: Jesse Acri, Human Resources Manager, John Audy, Fire Chief, Jenny Willingham, City Clerk, Yasamin Gordon, Equity Director (resigned June 2022), Ray Coffey, Community Services Director, Rick Hebert, Police Chief, Jonathan Rauscher, Public Works Director, Paul Sarne, Communications Manager (promoted to Director in October, 2022), and Eric Vorwald, Planning and Zoning Manager. And a special thank you to Angela Aldieri, Finance Director, whose fiscal management afforded the City another clean audit and clear budget process.

We are fortunate to have over fifty local volunteers serving on our Commissions to bring more perspective to staff and Council work, and to advise City choices and policies with their experience and expertise.

On behalf of all staff, I also want to thank Mayor Kristine Lott, Deputy Mayor Jim Duncan, and Councilors Bryn Oakleaf, Aurora Hurd, and Thomas Renner for the countless hours they spend preparing for meetings and listening and responding to community members. Their diligence, care, and engagement when making decisions for this community are evident and appreciated.

And finally, thank YOU: our Winooski community. You are our purpose and our inspiration. We are proud to serve you.

If you have any input on how we can be better, please reach out at ewang@winooski.vt.gov or 802 655 6410.



A handwritten signature in black ink, consisting of a large, stylized 'E' followed by a horizontal line and a large, rounded flourish.

Elaine Wang, City Manager

Proposed FY24 Budget

What is a City Budget?

Each year the City of Winooski estimates the costs and revenue that will occur in the next year. The final document is known as the City budget. The budget is not just an accounting tool. Because money is limited, choices need to be made about which activities best reflect community priorities and are affordable to residents.

What Does the City Budget Pay For?

There are many services in the City budget. Some include:

- Police and dispatch all day and all night
- Emergency fire response
- Educate residents and businesses how to reduce the risk of a building fire or other emergency
- Running local, county, state, and federal elections
- Keep roads and sidewalks free of ice and snow in the winter
- Pave and maintain roads in the summer
- Mow and maintain parks and open spaces year-round
- Afterschool childcare programs
- Summer and vacation camps for kids
- Processing payment of tax, water, sewer, and other city bills
- Processing permits for building work, events, and more
- Recreation programs for all ages
 - Pool, Senior Center, Library, Community Center
- County services such as the Green Mountain Transit bus

How is the City Budget Set?

Each year the City Manager and staff work together to create a budget that provides the same services currently offered to the community adjusted for increasing wages, prices, and growth in the City. Proposals are made by staff where programs could be increased or reduced. These proposals use limited funding to provide the greatest benefit related to priorities set by City Council. Council then decides what budget will be voted on by the community. Each year in March on Town Meeting Day the community votes on the total budget and the taxes. This is your chance to decide how your tax dollars are spent!

Historically, Winooski's leadership has tried to keep tax rate increases low to help Winooski's affordability, averaging 2.17% a year over the last 10 years. However, 2.17% has not allowed the City to keep up with maintaining its roads and sidewalks, nor staff some of its departments to the level of service needed by its growing number of residents and buildings. The population grew 10% between the 2010 Census and 2020 Census. It also added 295 dwelling units and 20,600 square feet of non-residential space in the Gateway Districts alone, development the community successfully promoted by adopting Form-Based Code in 2016. But this growth needs increased services from community services, police, fire, and code enforcement, whereas those General Fund-covered staffing levels have stayed about the same. And, achieving the City's 2019-2027 Master Plan and annual strategic priorities require yet more resources. The proposed budget makes some progress, but does not catch up on, this historical underfunding.

This Summary Budget presentation is a high-level view of staff's proposal for City General Fund operations and capital investment for Fiscal Year 2024: July 1, 2023 to June 30, 2024 (FY24).

FY24 Budget Assumptions

COLA: We assumed a 6.5% Cost of Living Adjustment in FY24 for non-union staff and a 7.7% Cost of Living Adjustment for union members. Our employee bargaining unit contracts include an annual wage increase based on either the October-to-October or February-to-February Consumer Price Index (CPI). In September, the February 2023 projections were between 4.43% and 8.36%. The current CPI issued for the period October 2021 to October 2022 is 7.7%. Unfortunately, a budget must be adopted by the Council by the end of January to be advertised for Town Meeting in March, and so we will not know the February-to-February CPI amount until after the budget adoption.

Health Insurance: The City receives health insurance through Vermont Health Connect. Initial health insurance quotes for calendar year 2023 show an increase of 10.5% for Blue Cross Blue Shield premiums which make up 75% of the City's health care costs. We project a 13% increase for Calendar Year 2023, based on experience. This does not consider the impacts of changes to individual coverages of staff. Health Insurance costs include costs for Health Reimbursement Accounts, which vary by employee and are challenging to predict; we have budgeted for an average use of 50% of what employees are allowed.

Grand list: We project a modest increase of 0.8% growth in the grand list based on zoning and building permits issued, offset by expected value reductions. The net increase translates to approximately \$71,275.13 in new property tax revenue for the General Fund. While we continue to see new development throughout the City, grand list growth that will determine the actual tax base for the City will not be calculated until April 1, 2023, and so could vary from projections. Last fiscal year the total grand list growth was 1.39%.

Inflation: The past year has seen the highest levels of inflation in forty years. With the cost of everything from food to gas increasing outside of our control staff was unable to find a way to absorb the increases in our costs without impacting the service to residents. In order to continue providing the same level of service this community needs the budget had to increase.

Capital and Infrastructure investments: The recommended Capital Improvement Plan includes the annual 5% increase to funding for infrastructure: existing debt service for the Myers Memorial Pool, debt from the Main Street Revitalization, scheduled fleet replacement, and some street resurfacing. This amount is insufficient to keep up with maintaining roads and sidewalks.

Continue to increase partner commitments: This budget continues the \$1,000 increase for the Winooski Valley Parks District and \$1,000 increase for Channel 17, as planned. Winooski is currently paying less than other member communities. Their operations are facing the same inflationary pressures on expenses Winooski is.

Regional Dispatch: This program was voted on and approved by residents at a previous town meeting day and is tentatively scheduled to open in October of 2023. Should that occur the City would need to remit an annual contract payment to the Chittenden County Public Safety Authority. In addition, in order to maintain our confidential records and mandated reporting a records clerk position would need to be created and integrated into the budget.

Proposed Budget

The Winooski Finance and Municipal Infrastructure Commissions indicated a tax rate increase of 5% - lower than inflation, but higher than Winooski's historical 2.17% average annual increases - would be tolerable. To meet this request and be able to increase the budget for inflation, wage and benefit increases, as well as other commitments, staff made strategic recommendations to cut to some existing services, propose new revenues, and use of fund balance to bridge to a future sustainable cash flow coming in fiscal year 2025. Discussions over several Council meetings in December and January resulted in the following proposed changes to the current fiscal year budget:

Staffing Cuts/Pauses

Equity Director: The position is currently vacant. Staff continues to implement recommendations from the previous Equity Director and integrate equity considerations into the operations and personnel considerations of each department and more can be done. Not filling this position means the City will forego having in-house expertise and proactive planning for another year. Some learning opportunities are available through involvement with the state Office of Racial Equity's IDEAL program. The CCRPC has hired an Equity Coordinator who may be able to provide some research support. If eliminated, the goal would be to restore funding for the position in FY25.

One AmeriCorps of two: Employers across the AmeriCorps program, not just Winooski, have had trouble finding people interested in serving AmeriCorps positions, likely because the low pay rate. Going down to one Americorps reduces programming capacity by 20%.

One Circulation Assistant of two: This position was created under a contract with the Winooski School District using Elementary and Secondary School Emergency Relief funding. The source of this funding will go away during fiscal year 2024 and Community Services department prioritized the retention of other positions created to be funded by taxes over this one.

Other Cuts

Match for CCRPC Unified Planning Work Program work: The FY23 projects are not yet started, so it is possible the CCRPC will need into FY24 to complete the FY23 projects and have limited capacity for any new FY24 work.

Reduce Legal Expense Budget: This would reduce the budget for legal costs to match the historical average for this expense over the last four years of \$62,000. The level-service budget was set using the two-year average that was closer to \$74,000.

Keep Rental Registry Program Separate from General Fund: This would continue the operations of this program as it exists today. Currently, this program does not cover costs and the shortfall would need to be covered from existing reserves.

Community Services Supply Budgets: These are proposed cuts to recreation supplies and library books and periodicals for the year. Either staff would make do with the existing resources or would seek alternative funding options to acquire needed items.

Revenue Increases

Development plans review: The City is already involved in reviewing development plans as part of its Community Risk Reduction (building inspection) services, but without charging fees. The state currently earns plans review revenue but their staff have more work than they can handle timely. Note the state would have to agree to transfer this role to the City, and they may not agree.

Resident Parking Permit fees: Currently the City issues approximately 100 resident parking permits to those who show proof of residence within a resident-only parking zone free of charge. Proposed is adding a small fee for these permits to offset some of the costs to administer the program.

Fund balance: The above result in a tax rate increase of 11.71%. Reducing the tax rate increase to 5.09% compared to FY23 would require \$409,000 in fund balance. This amount we anticipate will be, in FY25, replaced with revenue freed up from the Tax Increment Financing debt service in that year.

What Services Do Your Property Taxes Pay For?

Assessment	\$225,000.00
Estimated Tax Rate	\$1.2499
Estimated Taxes	\$2,812.28

\$985.76	35.05%	Police & Dispatch
\$452.62	16.09%	General Administration (Council, City Manager, Clerks, Planning & Zoning, and Legal)
\$406.40	14.45%	Public Works (Roads, sidewalks, facilities, engineering, administration)
\$306.60	10.90%	Community Services (Library, Senior Center, Recreation, Parks, Pool)
\$356.92	12.69%	Capital Expenses
\$165.17	5.87%	Fire & Code Enforcement
\$109.01	3.88%	Contracts for Regional Programs (County, VLCT, CCRPC, GMT, Parks District)
\$29.79	1.06%	O'Brien Community Center (building)
\$2,812.28		

Estimated Impact of Budget Increase Tax Rate

Current Tax Rate	\$1.1893
FY23 Grand List	\$594,874,773
FY23 TIF Grand List	\$79,239,800
FY23 Billable Grand List	\$515,634,973
FY24 Estimated Billable Grand List	\$519,760,053
Penny Raises	\$51,976.01 (in FY23)
Proposed Expense Decrease	\$527,147.71
Proposed Revenue Decrease	\$(196,690.71)
Proposed Fund Balance Use	\$409,000.00
Estimated Tax Increase	\$0.0606
Estimated % Increase	5.09%
Estimated FY 24 Tax Rate	\$1.2499

Impact To Taxpayer

Assessed Value	FY23 Tax Municipal Tax Bill	Estimated FY24 Municipal Tax Bill	Annual Increase
\$225,000	\$2,675.93	\$2,812.28	\$136.35
\$300,000	\$3,567.90	\$3,749.70	\$181.80
\$1,000,000	\$11,893.00	\$12,499.00	\$606.00

What's Next?

Town Meeting Day - March 7, 2023

7 AM - 7 PM at the Winooski Senior Center

Budget, ballot, and election info: winooskivt.gov/townmeeting

Each year in March on Town Meeting Day the community votes on the total budget and the taxes. This is your chance to decide how your tax dollars are spent!

The City Council-approved budget is advertised in February for Town Meeting on March 7. The Budget must be adopted by Town Meeting to be enacted. All residents of the City, regardless of US Citizenship status, may vote on the City Budget.

If you have any questions related to the budget please contact the City at 802 655 6410 or at budget@winooskivt.gov.

Respectfully submitted,



Elaine Wang, City Manager

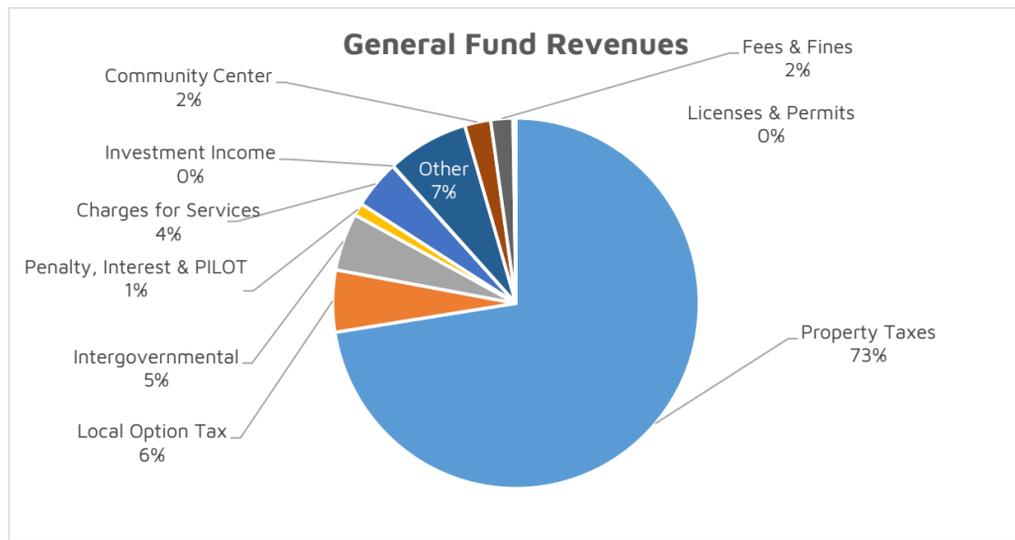


Angela Aldieri, Finance Director

	FY22 Actual	FY23 Budgeted	FY24 Proposed	Change from FY23
REVENUES				
Property Taxes & PILOT	\$ 6,711,602.89	\$ 6,864,787.43	\$ 7,301,800.98	\$ 437,013.55
Charges for Services	\$ 282,633.63	\$ 329,700.00	\$ 391,540.00	\$ 61,840.00
Investment Income	\$ 3,596.84	\$ 4,500.00	\$ 4,500.00	\$ -
Intergovernmental	\$ 564,933.10	\$ 481,625.00	\$ 463,825.00	\$ (17,800.00)
Fees, Fines & Forfeits	\$ 162,893.53	\$ 180,750.00	\$ 180,750.00	\$ -
Licenses & Permits	\$ 32,074.00	\$ 23,000.00	\$ 23,475.00	\$ 475.00
Community Center	\$ 230,025.44	\$ 297,103.73	\$ 211,822.89	\$ (85,280.84)
Other	\$ 553,041.57	\$ 533,419.00	\$ 664,319.00	\$ 130,900.00
TOTAL REVENUE	\$ 8,540,801.00	\$ 8,714,885.16	\$ 9,242,032.87	\$ 527,147.71
EXPENSES				
General Administration				
Salaries	\$ 444,741.30	\$ 599,364.21	\$ 566,036.81	\$ (33,327.40)
Benefits	\$ 191,255.25	\$ 270,823.03	\$ 259,606.58	\$ (11,216.45)
Office/General Supplies	\$ 44,223.32	\$ 50,460.00	\$ 74,160.00	\$ 23,700.00
Specialty Supplies	\$ 5,339.10	\$ 14,500.00	\$ 8,200.00	\$ (6,300.00)
Contracts/Prof. Services	\$ 742,508.77	\$ 763,195.30	\$ 831,547.00	\$ 68,351.70
Vehicles & Equip. Maint	\$ 3,192.31	\$ 2,400.00	\$ 2,400.00	\$ -
Misc.	\$ 49,828.25	\$ 59,800.00	\$ 61,400.00	\$ 1,600.00
	\$ 1,481,088.30	\$ 1,760,542.54	\$ 1,803,350.39	\$ 42,807.85
Regulation & Code Enforcement				
Salaries	\$ 179,273.73	\$ 269,811.91	\$ 279,684.38	\$ 9,872.47
Benefits	\$ 108,918.05	\$ 153,382.23	\$ 164,000.27	\$ 10,618.04
Office/General Supplies	\$ 7,515.12	\$ 7,800.00	\$ 9,400.00	\$ 1,600.00
Specialty Supplies	\$ 51.45	\$ -	\$ -	\$ -
Utilities	\$ 1,186.02	\$ 2,500.00	\$ 3,500.00	\$ 1,000.00
Contracts/Prof. Services	\$ 29,513.83	\$ 28,800.00	\$ 72,660.00	\$ 43,860.00
Vehicles & Equip. Maint	\$ 55,202.91	\$ 66,800.00	\$ 67,800.00	\$ 1,000.00
	\$ 381,661.11	\$ 529,094.14	\$ 597,044.65	\$ 67,950.51
Police Programs				
Salaries	\$ 1,602,590.11	\$ 1,727,641.27	\$ 1,635,635.27	\$ (92,006.00)
Benefits	\$ 747,992.86	\$ 858,614.64	\$ 875,387.52	\$ 16,772.88
Office/General Supplies	\$ 20,489.36	\$ 18,050.00	\$ 18,050.00	\$ -
Specialty Supplies	\$ 9,350.23	\$ 8,000.00	\$ 8,000.00	\$ -
Utilities	\$ 24,557.25	\$ 19,000.00	\$ 24,000.00	\$ 5,000.00
Contracts/Prof. Services	\$ 80,197.39	\$ 74,600.00	\$ 396,161.00	\$ 321,561.00
Vehicles & Equip. Maint	\$ 40,157.20	\$ 27,000.00	\$ 27,000.00	\$ -
Misc.	\$ 12,614.03	\$ -	\$ -	\$ -
	\$ 2,537,948.43	\$ 2,732,905.91	\$ 2,984,233.79	\$ 251,327.88
Public Works				
Salaries	\$ 422,252.15	\$ 508,297.72	\$ 533,026.97	\$ 24,729.25
Benefits	\$ 197,036.72	\$ 264,137.32	\$ 275,535.69	\$ 11,398.37
Office/General Supplies	\$ 14,906.18	\$ 18,460.00	\$ 20,810.00	\$ 2,350.00
Specialty Supplies	\$ 158,449.53	\$ 118,900.00	\$ 126,500.00	\$ 7,600.00
Utilities	\$ 123,065.23	\$ 132,100.00	\$ 136,710.00	\$ 4,610.00
Buildings	\$ 77,324.90	\$ 66,500.00	\$ 76,750.00	\$ 10,250.00
Contracts/Prof. Services	\$ 75,275.37	\$ 43,970.00	\$ 59,350.00	\$ 15,380.00
Vehicles & Equip. Maint	\$ 71,044.28	\$ 67,320.00	\$ 74,770.00	\$ 7,450.00
	\$ 1,139,354.36	\$ 1,219,685.04	\$ 1,303,452.66	\$ 83,767.62
Community Services				
Salaries	\$ 282,067.17	\$ 725,272.57	\$ 748,020.42	\$ 22,747.85
Benefits	\$ 112,815.58	\$ 245,616.23	\$ 258,658.93	\$ 13,042.70
Office/General Supplies	\$ 15,465.97	\$ 26,515.00	\$ 28,015.00	\$ 1,500.00
Specialty Supplies	\$ 20,650.81	\$ 69,200.00	\$ 78,120.00	\$ 8,920.00
Utilities	\$ 39,890.14	\$ 56,550.00	\$ 60,700.00	\$ 4,150.00
Buildings	\$ 53,839.50	\$ 35,300.00	\$ 35,400.00	\$ 100.00
Contracts/Prof. Services	\$ 51,967.22	\$ 88,350.00	\$ 98,410.00	\$ 10,060.00
Vehicles & Equip. Maint	\$ 2,279.50	\$ 9,600.00	\$ 9,800.00	\$ 200.00
Debt Service	\$ 165,330.57	\$ 148,831.73	\$ 143,979.76	\$ (4,851.97)
Misc.	\$ 31,345.68	\$ 34,722.00	\$ 40,400.00	\$ 5,678.00
	\$ 775,652.14	\$ 1,439,957.53	\$ 1,501,504.11	\$ 61,546.58
Capital				
Misc.	\$ 1,003,741.01	\$ 1,027,500.00	\$ 1,052,447.27	\$ 24,947.27
	\$ 1,003,741.01	\$ 1,027,500.00	\$ 1,052,447.27	\$ 24,947.27
TOTAL EXPENSES	\$ 7,319,445.35	\$ 8,709,685.16	\$ 9,242,032.87	\$ 532,347.71
CONTRIBUTION/(USE) OF RESERVES	\$ 1,221,355.65			

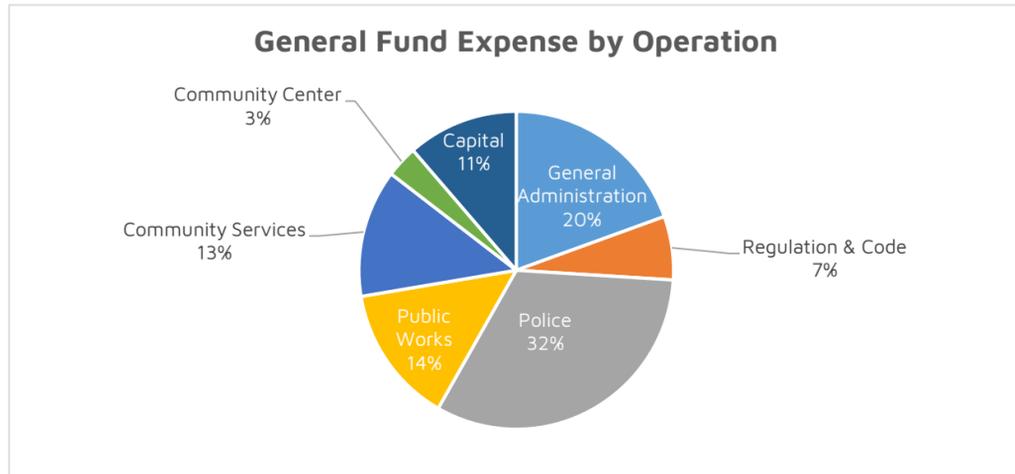
Revenue

Property Taxes	\$ 6,699,800.98	72.49%
Local Option Tax	\$ 500,000.00	5.41%
Intergovernmental	\$ 463,825.00	5.02%
Penalty, Interest & PILOT	\$ 102,000.00	1.10%
Charges for Services	\$ 391,540.00	4.24%
Investment Income	\$ 4,500.00	0.05%
Other	\$ 664,319.00	7.19%
Community Center	\$ 211,822.89	2.29%
Fees & Fines	\$ 180,750.00	1.96%
Licenses & Permits	\$ 23,475.00	0.25%
	<u>\$ 9,242,032.87</u>	



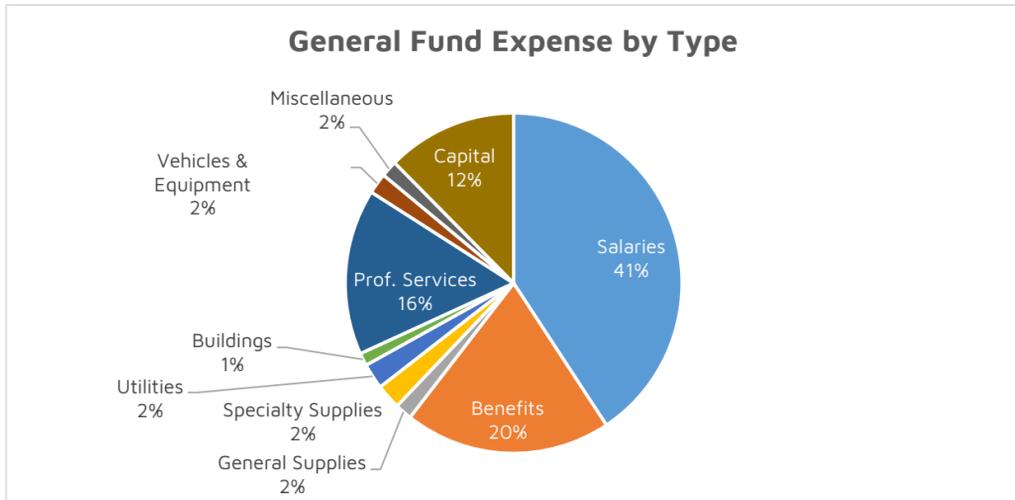
Expenses by Operation

General Administration	\$ 1,803,350.39	19.51%
Regulation & Code	\$ 597,044.65	6.46%
Police	\$ 2,984,233.79	32.29%
Public Works	\$ 1,303,452.66	14.10%
Community Services	\$ 1,201,824.35	13.00%
Community Center	\$ 299,679.76	3.24%
Capital	\$ 1,052,447.27	11.39%
	<u>\$ 9,242,032.87</u>	



Expense by Type

Salaries	\$ 3,762,403.85	40.71%
Benefits	\$ 1,833,188.99	19.84%
General Supplies	\$ 150,435.00	1.63%
Specialty Supplies	\$ 220,820.00	2.39%
Utilities	\$ 224,910.00	2.43%
Buildings	\$ 112,150.00	1.21%
Prof. Services	\$ 1,458,128.00	15.78%
Vehicles & Equipment	\$ 181,770.00	1.97%
Miscellaneous	\$ 143,979.76	1.56%
Capital	\$ 1,154,247.27	12.49%
	<u>\$ 9,242,032.87</u>	



Department Overviews, Outcomes, Accomplishments, and Efforts

General Administration

What we do: The City Manager staffs City Council and provides leadership, coordination and support to all city departments. The City Clerk's Office maintains official records, holds elections takes payments, and manages certain licenses and permits. The other parts of this department provide administrative support to all city departments, including financial management, staff recruitment and retention, advising on equitable service provision, and communications with the community.

Staff

City Manager

- City Clerk
 - Senior Assistant City Clerk
 - Assistant City Clerk
- Finance Director
 - Staff Accountant
- Human Resources Director
- Communications Director



FY22 Key Outcomes and Accomplishments

7.1.21 – 6.30.22

- Continued to coordinate city functions through interim City Managers
- Launched and implemented All Resident voting procedures for the first time
- Completed joint city and school district equity audit
- City-wide engagement in celebrating Winooski's 100th anniversary as a city, through the Legacy Campaign and Centennial Celebration events
- With Downtown Winooski, held Winooski's first Juneteenth celebration

FY22 Strategic Vision Area Efforts and Accomplishments

7.1.21 – 6.30.22

All

- Began onboarding new permanent City Manager
- Initiated American Rescue Plan Act funding allocation discussion
- Hired and on-boarded new City Clerk
- Launched and implemented Women and People of Inclusion Employee Mentoring Program

Economic Vitality

- Updated Financial Policies
- Developed COVID Recovery Business Grant Program

Housing

- Advanced the Housing Trust Fund
- Implemented Champlain Housing Trust development agreement and supported construction of Butternut Grove Condominiums, a perpetually affordable 20-unit complex near the O'Brien Community Center

Safe, Healthy, Connected People

- Convened Working Community Challenge Grant leadership team
- Partnered with Town Meeting TV to implement a new, hybrid meeting solution for City Council, Planning Commission, and Development Review Board meetings
- Partnered with Winooski School District to re-brand the School District Newsletter as 'The Winooski Newsletter' with expanded and improved municipal content
- Developed and created Inclusion and Belonging Commission
- Advanced Regional Dispatch
- Continued Public Health "Huddle" with statewide and regional partners
- Implemented streamlined scholarship process to reduce barriers to participation in community service programs

FY23 Strategic Vision Area Accomplishments to Date, Goals and Initiatives

7.1.22 – current

All

- Launch and supporting of the Inclusion and Belonging Commission
- Engaging cross section of community in determining American Rescue Plan Act funding allocation
- Working on Equity Audit recommendations: contract with school's Multicultural Liaisons for more inclusive city processes; increased collaboration between city and school leadership; developing relationships with a cross section of community members, more inclusive advertising, recruitment and retention in city hiring
- Onboarded new City Manager
- Oriented new Treasurer
- Staffing review underway
- Planning for TIF expiration
- Develop and adopt access policy/plan, including language and information access policy
- Bid out IT services
- Updating Employment Policies
- Trialing stipend method of diversifying Commission members
- Update financial procedures

Economic Vitality

- Develop and implement Working Community Challenge Grant initiatives for next workplan, potentially with community work groups
- Developed plan and executing most tasks formerly managed by CEDO position

Housing

- Launched and publicizing Housing Trust Fund program
- Reappraisal underway
- Provided input to Efficiency Vermont's renter and landlord outreach effort
- Develop first annual housing initiative workplan, which could include ordinance review, employer consortium, fundraising for Housing Trust Fund, modifying Housing Trust Fund Guidelines, and tenant and landlord education program

Safe, Healthy, Connected People

- Finalize plan with Champlain Housing Trust for renovating the O'Brien Community Center that optimizes community services
- Advance Regional Dispatch

FY24 Goals and Initiatives

7.1.23 – 6.30.24

All

- Continue integrating equity considerations into all aspects of staffing and operations
- Develop and implement inclusive community engagement plan for staff
- Participate in community task forces addressing Equity Audit findings
- Implement language access plan, including in budgeting and voting
- Implement pipeline and civic engagement program with Winooski School District

Economic Vitality

- Implement specific initiatives identified as part of the Working Communities Challenge Grant objectives
- Help onboard new Downtown Winooski Executive Director
- Develop and work on local employee recruitment initiatives with Downtown Winooski
- Continue wayfinding plan
- Redevelopment of 17 Abenaki Way
- Revisit parking garage agreements with usage data from anticipated access management system
- Manage communications with public related to Main St. revitalization project.
- Continue collaborating with Efficiency Vermont in its Winooski outreach efforts to landlords
- Start a graffiti art program to reduce tagging, encourage emerging artists, and increase community pride

Housing

- Implement first annual housing initiative workplan
- Inform outreach efforts for airport noise mitigation program
- Continue city-wide reappraisal

Safe, Healthy, Connected People

- Sale of O'Brien Community Center to Champlain Housing Trust, renovate city and community spaces at O'Brien Community Center
- Promote block parties and other community-driven, community-building efforts.
- Help onboard new Superintendent of Winooski School District

Community Services

The Community Services Department provides places and programs that bring the community together to learn, connect, and have fun. This includes managing recreational programs, the Thrive program, the City's parks, the Myers Memorial Pool, the Winooski Senior Center, the Winooski Library, and the O'Brien Community Center.

Staff

Community Services Director

- Recreation and Parks Manager
 - Recreation Assistant
 - Pool Operations Manager (seasonal)
 - Lifeguards (seasonal)
 - AmeriCorps Youth Programs Coordinator
- Library Director
 - Youth Services Coordinator
 - Library Clerk (PT)
- Children and Family Programs Manager
 - Thrive Program Assistants (5 PT)
- Senior Programs Manager (PT)
- Admin and Outreach Assistant
- Youth Interventionist (PT)



FY22 Key Outcomes and Accomplishments

7.1.21 – 6.30.22

- The first season at the newly renovated Myers Memorial Pool was a huge success, with strong usage and pass sales far exceeding expectations
- Through funding from our ESSER contract with Winooski School District, the City was able to provide a robust slate for free programming for youth, including:
 - Over 125 unique programs offered (including 17 summer camps)
 - Over 1,200 enrollments
 - 98 Winooski youth enrolled in free swim lessons
- The Community Services Director continued to facilitate the weekly Winooski COVID Huddle, and also serve on the Vermont Language Justice Project Board
- Since reopening in June 2021, the Winooski Memorial Library saw steady increases in daily attendance and physical materials circulation, while sustaining the increased levels of digital materials circulation we saw early in the pandemic
- An update to the Scholarship Policy helped to reduce barriers and increase usage, supporting more residents to participate in programs, including the Myers Memorial Pool
- Halloween in Winooski (in partnership with Downtown Winooski) was a success yet again this October, with 1,000 pumpkins lighting up Rotary Park

FY22 Strategic Vision Area Efforts and Accomplishments

7.1.21 – 6.30.22

Safe, Healthy, Connected People

- The first season at the newly renovated Myers Memorial Pool was a huge success, with strong usage and pass sales far exceeding expectations
- The number of programs offered by the Community Services Department more than tripled from FY21 levels
- The Community Services Director continued to facilitate the weekly Winooski COVID Huddle, and also serve on the Vermont Language Justice Project Board
- There were ongoing efforts to address the long-term sustainability of the O'Brien Community Center, with an emphasis on maintaining the facility as a community resource

FY23 Strategic Vision Area Accomplishments to Date, Goals and Initiatives

7.1.22 – current

Municipal Infrastructure

- A Growing Urban Forests Program Grant EAB Grant led to the planting of our Centennial Tree in Richards Park, and the replacement of 8 Ash trees in our Downtown
- An RFP for design work for the redevelopment of West Allen Park was issued in late 2022
- Staff from the Community Services Department are working with a consultant to conduct a Natural Resources Inventory for Memorial Park

Safe, Healthy, Connected People

- Efforts continue related to the future of both the O'Brien Community Center as well as the Winooski Senior Center/St. Stephens Church
- Since its start, ESSER funding has provided over 315 unique free programs for youth, with well over 2,500 enrollments across those programs
- Thrive Summer enrollment has doubled from 2020, with 96 individual youth attending at least one week of summer camp in 2022
- With guidance from community partners, the City shifted leadership of the regular Public Health Huddle to leaders from the BIPOC community

FY24 Goals and Initiatives

7.1.23 – 6.30.24

Municipal Infrastructure

- Finalize plans for the future of the O'Brien Community Center and Winooski Senior Center.
- Explore funding for redevelopment of West Allen Park based on FY23 Planning Process.
- Determine plan for management of Memorial Park

Safe, Healthy, Connected People

- Sustain an expanded slate of high-quality, high-interest recreational programs for Winooski residents that is based on participation data and community feedback
- In the context of the O'Brien Community Center, continue to grow the Library as a hub for community resources and services that extend beyond traditional literacy-related services
- Continue efforts to expand preschool and childcare options for Winooski residents

Fire Prevention and Code Enforcement

What we do: We provide for the safety and health of our residents, home and business owners, and visitors through professional emergency response, emergency preparedness, fire prevention and public education. We also ensure the quality of rental housing through the Public Building Registry, Community Risk Reduction efforts, and the quality of new and renovated structures through issuance of building permits to ensure compliance with adopted regulations and codes.



Staff

Fire Chief

- Public Safety Admin
- Fire Marshal
 - Asst Fire Marshal/Captain
- Battalion Chief (PT)
 - Captain
 - Lieutenant (2)
 - Firefighter (12)
 - Per Diem Firefighter (2)
 - Code Enforcement Officers (2)

FY22 Key Outcomes and Accomplishments

7.1.21 – 6.30.22

- Responded to 452 service calls (up from 296 previous year):
 - Fire = 65
 - Over Pressured Vessel (Furnace Issue) = 1
 - EMS = 67
 - Hazmat = 45
 - Service Calls = 67
 - Good Intent = 62
 - False Alarms = 142
 - Natural Disaster = 2
 - Special Incident = 1

These calls include 45 Auto-Aid calls, where Winooski was one of/the closest resources (Rt. 7 – Rt. 15 Corridors). Winooski received Auto-Aid 61 times, these are calls where another department (mainly St. Mikes College Fire and Rescue or VT. Air National Guard) responds side-by-side with Winooski. Additionally Winooski provided 19 Mutual Aid calls, these are calls where another community has larger scale incident.

- Issued 154 Building Permits (down from 214 previous year)
- Conducted 1514 inspections/follow-ups (up from 1118 previous year)
- Conducted 46 Commercial inspections/follow-ups
- Conducted 251 Construction site inspections (up from 186 previous year)
- Conducted 54 Time of Sale Inspections
- Received and/or investigated 61 property/rental complaints (up from 54 previous year)

FY22 Strategic Vision Area Efforts and Accomplishments

7.1.21 – 6.30.22

Economic Vitality

- New parking software on boarded to improve customer service i.e. online appeals, etc.

Housing

- Reviewed and supported project and permitting for large multi-unit/multiyear sprinkler system upgrades. These are same locations where major failures resulted in displacement of many residents for extended periods of time

Municipal Infrastructure

- Completed HVAC upgrade at fire station
- Developed plan to go to “2 truck” apparatus set to reduce maintenance and replacement cost

Safe, Healthy, Connected People

- Continued to work with St. Michel’s College Fire & Rescue to assure continued fire and EMS services

FY23 Strategic Vision Area Accomplishments to Date, Goals and Initiatives

7.1.22 – current

Economic Vitality

- Transitioned to “2 truck” apparatus set, now operating 1 Engine and 1 Tower (soon to be 100ft Ladder). Eliminated the need to maintain and/or replace 1995 Engine
- Developing plans to understand feasibility and cost to accommodate the need to have 24/7 staffing i.e. bunk room(s), etc. This will help address increased demands and recruitment and retention efforts
- Discussion with state to expand MOU to include Plans Review, currently we subsidize this for the state via providing both administrative and inspection support. Doing Plans Review(s) locally will greatly improve our knowledge of buildings and how they function. Additionally, this will further support our Community Risk Reduction efforts, a fee structure would also generate off-setting revenue

Housing

- Working with Housing Commission to update Public Building Registry
- Working with large property owner to upgrade existing sprinkler systems, this involves upgrades within 270 plus units and will continue into 2023
- Working with housing association to deal with several structural issue that are impacting several units
- Continuing to monitor 300 Main Street

Municipal Infrastructure

- Finalized Specification, build documents, and secured contract to deliver 100ft ladder truck (will replace 1999 70ft tower)
- Completed a year of weekly site visits at Winooski School District, these are done in conjunction with construction team(s) and other partners

Safe, Healthy, Connected People

- Actively supporting Regional Dispatch efforts. Expected to improve ability to serve residents during emergencies, and increase response times/capabilities. Has some specific local challenges i.e. administrative support to public safety teams, etc.
- Working to secure funding to cover supplemental fire services being provided by St. Michel's College Fire & Rescue
- Updating All Hazard Mitigation plan
- Recruitment and retention of staff, understanding of local, state, and national challenges of such

FY24 Goals and Initiatives

7.1.23 – 6.30.24

Economic Vitality

- Implement Plans Review process and fee structure, transition from current state process
- Finalize plans for possible future renovation of existing fire station to accommodate 24/7 staffing

Housing

- Fully implement changes/updates to Public Building Registry
- Educate both tenants and property owners of changes/updates to Public Building Registry
- Continue to support large projects within existing multi-unit builds to assure life safety issues are in compliance (these are not typical upgrades or issues) and have the potential to impact many

Municipal Infrastructure

- Take delivery of new 100ft Ladder in April/May of 2024, will require extensive staff training *delivery date subject to change due to supply chain issues
- Close out Winooski School District project as it nears completion

Safe, Healthy, Connected People

- Transition to Regional Dispatch
- Finalize contract/MOU with St. Michel's Fire & Rescue
- Strategic Vision Plan for fire/EMS delivery models
- Recruitment and retention of staff, what can we do different, how can we attract and retain staff

Planning & Zoning

What we do: Plan for the growth and development of the City, through long range planning and regulatory review, to ensure land development is consistent with adopted goals and objectives. These include the enhancement and preservation of an affordable, livable, and diverse community through specific strategies to facilitate economic opportunity, build strong connected neighborhoods, and ensure a dynamic framework for quality growth and development.

Staff

City Manager

- Planning and Zoning Manager



FY22 Key Outcomes and Accomplishments

7.1.21 – 6.30.22

- Completed the Parking Inventory, Analysis, and Management Plan
- Received funding through the Unified Planning Work Program to develop a Bicycle and Pedestrian Master Plan
- Adopted incentives for priority housing: affordable, and three or more bedrooms.
- Adopted amendments to the Form Based Code to create clarity and flexibility in the regulations

FY22 Strategic Vision Area Efforts and Accomplishments

7.1.21 – 6.30.22

All

- Continued participation in the BTV's planning for a Noise Compatibility Program
- Continued Planning Commission's work to update the Unified Land Use and Development Regulations including adoption by City Council
- Adopted a public records request policy, including associated applications and forms
- Continued to process applications for zoning permits and sale of homes

Economic Vitality

- Began work on updates to the sidewalk use policy to provide more consistent regulations and standards for use
- Established a local Cannabis Control Commission

Housing

- Approved incentives for developments with affordable units and dwellings with three or more bedrooms
- Received a Municipal Planning Grant from the State to develop an equity housing plan for the City

Municipal Infrastructure

- Participated in development of traffic calming manual
- Received funding through the UPWP program to develop a bicycle and pedestrian master plan

Safe, Healthy, Connected People

- Continued to map and publish monthly police incident data

FY23 Strategic Vision Area Accomplishments to Date, Goals and Initiatives

7.1.22 – current

All

- Continue to work with the Planning Commission on amendments to support Council policies
- Continue to digitize land records to increase access
- Work with the CCRPC on the four-year check-in on Master Plan progress

Economic Vitality

- Revising sidewalk use application and process; including outreach to businesses
- Support, as necessary, the Citywide appraisal

Housing

- Work to identify additional land use regulations to support more housing; including affordable units and dwellings with multiple bedrooms

Municipal Infrastructure

- Finalize and present the Bicycle and Pedestrian Master Plan to Council for approval
- Coordinate and participate, as necessary, on the LaFountain Street Scoping Study

FY24 Goals and Initiatives

7.1.23 – 6.30.24

All

- Continue to prepare updates to the Unified Land Use and Development Regulations to address Council priorities
- Continue to build-out the GIS capacity for the City including publicly accessible maps

Economic Vitality

- Support, as necessary, the Citywide appraisal

Housing

- Continue to update the Unified Land Use and Development Regulations to address housing priorities identified by City Council.

Municipal Infrastructure

- Begin implementation of the Bicycle and Pedestrian Master Plan

Police & Dispatch

What we do: The Winooski Police Department continues to grow, adapt, and evolve as we provide the highest level of protection to our community and visitors. Our services include 24/7 police and dispatch response, connecting residents to social supports, providing a school resource officer, supporting our neighboring law enforcement partners with mutual aid, creating opportunities for community outreach and education, and more. We aspire to be a leader in policing, a model for character, innovation, and service. We strive to protect our diverse and dynamic community with fairness, integrity, and respect for individual rights.

Staff

Police Chief

- Lieutenants (2)
 - Sergeants (3)
 - Detectives (1)
 - Officers (8)
 - On Call Officers (2)
- Dispatch Supervisor
 - Dispatchers (3)
 - On Call Dispatchers (3)



FY22 Key Outcomes and Accomplishments

7.1.21 – 6.30.22

- Responded to 9788 Calls for Service
- Community Outreach Team had 220 contacts through Q3, 6% of total contacts countywide

- WPD responded to 909 Public Assists (624 FY21), 328 Welfare Checks (281 FY21), and 407 Mental Health Issues (339 FY21)
- Responded to 30 Overdoses, 37 Suicide Attempts, 56 Burglaries, and 145 Larcenies from a Motor Vehicle

FY22 Strategic Vision Area Efforts and Accomplishments

7.1.21 – 6.30.22

Safe, Healthy, Connected People

- Continue Regional Dispatch discussions pending financial outlook; partner with the Chittenden County Public Safety Authority (CCPSA) on implementation
- Adopted Statewide Use of Force and Body Worn Camera Policies. All officers attended the Fair and Impartial Policing update training
- Prioritized Community Policing including Mental Health Calls, Welfare Checks and Public Assists provided by the Police Department throughout the pandemic. These 3 call types accounted for 20% of all call volume
- Community Outreach Team continued to serve the community throughout the pandemic ensuring that residents were connected to services at the most appropriate level
- School Resource Officer continued to offer D.A.R.E. Training, and continues to participate in ongoing community discussions on policing and the School Resource Officer position at the school
- Updated the WPD Strategic Plan to ensure the mission, vision and values continues to embrace the Community Policing philosophy and provide essential services residents expect from their police department
- Diversified our workforce in terms of race to be more reflective of our community

FY23 Strategic Vision Area Accomplishments to Date, Goals and Initiatives

7.1.22 – current

Safe, Healthy, Connected People

- Continued Regional Dispatch discussions- secured additional state and federal funding closing a large financial gap, partner with CCPSA on FY24 startup date
- School Resource Officer – Continue to discuss the position and work with the WSD on a new model proposed for FY25
- Further diversify our workforce – Continue efforts to recruit and hire employees to better represent the community we serve
- Continue professional development of both exempt and non-exempt management positions to plan for retirements and future promotions
- Successfully recruit and retain employees during a Statewide Public Safety staffing shortage. Prepare for anticipated retirements and promotions in FY23 and FY24.
- Complete needed WPD building and technology improvements prior to joining CCPSA Regional Dispatch

FY24 Goals and Initiatives

7.1.23 – 6.30.24

Safe, Healthy, Connected People

- Continue Regional Dispatch discussions- Finalize building and technology needs, develop, fund and staff PD Administrative Support position for specialized tasks left behind by our dispatch team, and partner with CCPSA on FY24 startup date
- School Resource Officer – Finalize the position description and responsibilities of the new off campus District Liaison Officer program with the WSD proposed for FY25
- Successfully recruit and retain employees during a Statewide Public Safety staffing shortage. Prepare for both current and anticipated vacancies, retirements and promotions in FY24 and beyond
- Return to pre pandemic levels of Community Outreach Events and Community Policing
- Prepare for and implement a Police Chief hiring process and succession planning

Public Works

What we do: Public Works is responsible for managing, maintaining and improving the City's infrastructure. City infrastructure includes;

- Streets (roadway, sidewalks, curbing, trees, etc.)
- City-owned facilities (especially buildings) and grounds
- Wastewater treatment
- Sanitary sewer collection system
- Storm sewer system
- Water distribution network

Staff

Public Works Director

- City Engineer
- Deputy Director of Public Works
 - Fleet Manager
 - Equipment Operator III (1)
 - Equipment Operator II (3)
 - Equipment Operator I (3)
- Utility Manager
 - Equipment Operator III (2)
 - Equipment Operator II (2)



FY22 Strategic Vision Area Efforts and Accomplishments

7.1.21 – 6.30.22

Economic Vitality

- Continued to advance redevelopment of 17 Abenaki Way (Lot 7D)
- Completed the initial phase of wayfinding implementation

Municipal Infrastructure

- Completed Traffic Calming Study
- Began ADA transition plan with CCRPC support
- Supported VTrans Rt. 2/7 roadway resurfacing project
- Advanced Main Street project to right-of-way phase

FY23 Strategic Vision Area Accomplishments to Date, Goals and Initiatives

7.1.22 – current

Economic Vitality

- 17 Abenaki Way - Awarded \$800k Brownfield Grant funding

Municipal Infrastructure

- Traffic Calming Policy and Manual complete
- ADA Transition Plan inventory (transportation) completed
- Main Street – Awarded +\$820k in grant funding, easement requests submitted to all parties
- Supported completion of 2022 VTrans work

FY24 Goals and Initiatives

7.1.23 – 6.30.24

Economic Vitality

- 17 Abenaki Way – Finalize redevelopment plan

Municipal Infrastructure

- Main Street – Award and start construction
- Winooski River Bridge – Begin initial Design-Build phase
- Complete Lafountain-Dion Street Scoping Study
- Complete Bicycle and Pedestrian Masterplan
- Complete 20-year wastewater treatment facility evaluation
- Complete Phase 2 Stormwater Inspection



Proven Expertise & Integrity

INDEPENDENT AUDITOR'S REPORT

City Council
City of Winooski
Winooski, Vermont

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the City of Winooski, Vermont, as of and for the year ended June 30, 2022 and the related notes to the financial statements, which collectively comprise the City of Winooski, Vermont's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of City of Winooski, Vermont as of June 30, 2022 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Winooski, Vermont and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Winooski, Vermont's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatements of the financial statements, whether due to fraud or error and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Winooski, Vermont's internal control. Accordingly, no such opinion is expressed.

- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise doubt about the City of Winooski, Vermont's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information and pension information on pages 5 through 18 and 79 through 81 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Winooski, Vermont's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* and is also not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting

and other records used to prepare the basic financial statements or to the basic financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 12, 2022, on our consideration of the City of Winooski, Vermont's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the effectiveness of the City of Winooski, Vermont's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Winooski, Vermont's internal control over financial reporting and compliance.

RHR Smith & Company

Buxton, Maine
Vermont Registration No. 092.0000697
December 12, 2022

**REQUIRED SUPPLEMENTARY INFORMATION
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2022**

(UNAUDITED)

This document will serve as a narrative overview and analysis of the financial operations of the City of Winooski for the fiscal year ended June 30, 2022. This information is to be considered in conjunction with the financial statements and accompanying notes that follow.

Overview

The City continues to operate from a strong financial position as a result of conservative budgeting and strategic investment. Winooski, in comparison to many other Vermont communities, is seeing active development and in-migration. This development will lead to positive grand list growth over the next year and into the future. Recent inflows of funding from the Federal government have served to further increase our ability to grow in advance of the Tax Increment Financing District expiration and begin making strategic investments in programming and infrastructure. With this surplus, anticipated future growth, and associated investments in the city, we are poised to continue funding the operating budget in a manner that ensures we provide high quality municipal services while maintaining and upgrading the City's infrastructure.

This discussion and analysis is intended to serve as an introduction to the City of Winooski's basic financial statements. The financial statements have three main components – government-wide presentation, fund presentation and notes to the financial statements.

Government Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the City of Winooski finances in a way that is more commonly associated with private sector businesses.

The statement of net position presents information on all of the City's assets and liabilities with the difference being reported as net position. Increases or decreases in net position may serve as an indicator of whether the financial position is improving or deteriorating.

The statement of activities presents information demonstrating how the net position changed during the year. All changes to net position are reported as soon as the event giving rise to the change occurs, regardless of the timing of cash flows. This means that revenues and expenses reported in this statement may be for events that will happen in the future such as earned but unused time off for staff or uncollected property taxes.

These government-wide financial statements present separately the functions of the City that are primarily supported by taxes and other intergovernmental revenue, known as governmental

activities, from those that are intended to recover all or most of their costs from user fees and charges, known as business-type activities. The governmental activities of the City of Winooski include general government, public safety, public works, recreation, parks, community services, rental registry, and public improvements. The business-type activities include the water, water pollution control (sewer) and parking operations.

The government-wide financial statements include not only the City itself (referred to as the primary government), but also other legally separate entities for which the City is financially accountable (referred to as component units). During the current year, the City was responsible for the Winooski Community Development Trust which qualified as a component unit. The City is considered responsible for the Winooski Community Development Trust as the entire City Council serves as the Board of Trustees and can therefore exert City influence over the decisions of that entity.

The government-wide financial statements can be found in Statements A and B of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Towns and governments use fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All funds can be divided into one of three categories: governmental, proprietary, or fiduciary.

Governmental funds are used to account for essentially the same functions as reported in the governmental activities section of the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources and the balances of spendable resources available at the end of a fiscal year. This information is useful when evaluating a government's near-term financing requirements. Near-term for the City includes items that are received or spent within sixty days of the end of the fiscal year.

The focus of governmental funds is narrower than that of the government-wide financial statements so it can be useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide statements. This can give the reader a better understanding of the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to ease the comparison between governmental funds and governmental activities.

The City of Winooski currently maintains seven governmental funds including the General Fund, one Capital Fund and five Special Revenue Funds. There are several separately tracked assigned financial groups that are combined in these financial reports and reported as the General Fund which include assigned funds for Community Services, Rental Registry, ARPA Grant, and Community Development. Information is presented separately in the governmental fund balance

sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, TIF Downtown Fund, Community Development Loan Fund and City Capital Fund which are major funds. Data from the other special revenue governmental funds all related to public safety are combined into a single, aggregated classification. The basic governmental fund financial statements can be found in Statements C through E of this report. Individual fund data for each non-major governmental fund is provided in the form of combining statements in supporting Schedules A and B.

The City adopts an annual appropriated budget for its general fund. A budgetary comparison statement is provided in Schedule 1 for the purpose of demonstrating compliance with the duly appropriated budget approved by the voters of Winooski at the Town Meeting Day election.

The City of Winooski maintains proprietary type funds known as enterprise funds for the Water Fund, Water Pollution Control (Sewer) Fund and Parking Fund. An enterprise fund is used to report the same function presented in the government-wide financial statements and they provide the same type of information in more detail. The proprietary fund financial statements provide separate information for the activities that occurred within the Water Fund, Water Pollution Control (Sewer) Fund and Parking Fund all of which are major funds for the City. The basic proprietary fund financial statements can be found in Statements F through H of this report. The Parking Fund is made up of two distinct operational centers, the Parking Garage and On Street Meters. There are bond covenant requirements that apply only to the operations of the parking garage located on Cascade Way and in order to provide required information separate financial reports for these department's individual data is provided in the form of combining statements in Schedules C and D.

Fiduciary funds are used to account for resources held by the City for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support government programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The City has no fiduciary funds for the fiscal year ended June 30, 2022.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes serve to explain, clarify, and expand upon the financial data presented in the financial statements and provide some additional information. The notes to the financial statements can be found immediately following the basic financial statements in this report.

Other Information

In addition to the basic financial statements and notes this report presents certain supplementary information to provide additional financial information not included in the basic financial statements. This supplementary information includes budgetary comparison statements,

information on changes in the net pension liability, employer contributions to pension, and investment returns and combining statements for various funds. The supplementary information can be found immediately following the notes to the financial statements in this report.

Government-wide Financial Analysis

Summary Statement of Net Position

	<u>2022</u>			<u>2021</u>		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Current & Other Assets	\$ 10,611,654	4,827,700	15,439,354	\$ 8,760,619	2,575,531	11,336,150
Capital Assets	26,561,152	23,846,232	50,407,384	26,679,191	24,356,908	51,036,100
Total Assets	\$ 37,172,806	28,673,932	65,846,738	\$ 35,439,810	26,932,440	62,372,250
Deferred Outflow of Resources	\$ 947,565	85,995	1,033,559	\$ 1,398,491	118,949	1,517,440
Other Liabilities	\$ 552,198	301,907	854,105	\$ 902,724	385,695	1,288,419
Long Term Liabilities	15,193,710	3,897,435	19,091,146	18,933,572	4,070,027	23,003,599
Total Liabilities	\$ 15,745,908	4,199,343	19,945,251	\$ 19,836,296	4,455,722	24,292,018
Deferred Inflows of Resources	\$ 1,259,170	2,605,743	3,864,912	\$ 49,524	2,039	51,563
Net Investment in						
Capital Assets	\$ 13,453,343	20,235,506	33,688,850	\$ 11,000,299	20,760,202	31,760,501
Restricted	3,653,251	359,222	4,012,474	4,771,691	448,564	5,220,255
Unrestricted	4,008,699	1,360,112	5,368,811	1,180,491	1,384,861	2,565,353
Total Net Position	\$ 21,115,293	21,954,841	43,070,134	\$ 16,952,481	22,593,628	39,546,109

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City of Winooski, assets exceeded liabilities by \$43,070,134 at the close of the most recent fiscal year.

By far the largest portion of the City of Winooski's net position (78.22%) reflects its investment in capital assets including land, buildings, equipment, and infrastructure less any related debt that is still outstanding used to acquire those assets. This proportion has decreased slightly from the prior fiscal year indicating the assets in the City are shifting toward cash and cash equivalents to cover operations. The City of Winooski uses these capital assets to provide services to its residents; consequently, these assets are not available for future spending. Although the City of Winooski's investment in capital assets is reported net of related debt it should be noted that the

resources to repay this debt must be provided by other sources since the capital assets themselves cannot be used to as payment on these liabilities in most cases.

An additional portion of the City of Winooski's net position (9.32%) represents resources that are subject to external restrictions on how they may be used. This includes bond proceeds that can only be spent on the funded project or associated debt service. The remaining balance of unrestricted net position may be used to meet the government's ongoing obligations to citizens and creditors. Included in the unrestricted net position are amounts that management has assigned for specific purposes such as capital reserves, programs, and expenditures in subsequent years. While the City intends to use these funds for their assigned purpose it would only require an action by the City Council to reassign the funds should it be deemed in the best interest of the community.

At the end of the current fiscal year, the City of Winooski was able to report positive balances in all three categories of net position for the government overall, as well as for its separate governmental and business-type activities. The same situation was true in the prior fiscal year. This indicates that we have funds available to meet future obligations.

Governmental Activities

Governmental activities increased the City of Winooski's net position by \$4,162,812 during the current fiscal year. Net investment in capital assets, net of related debt, increased by approximately \$2,453,044. This increase resulted from the net effect of an increase as a result of capital outlays exceeding annual depreciation, an increase as a result of principal payments on long term bonds and notes, and a decrease due new debt issuance. Restricted net position decreased by \$1,118,440 primarily due to the use of debt proceeds issued during fiscal year 2021. Unrestricted net position increased by \$2,828,208 primarily as a result of the receipt of American Rescue Plan Grant Funding in the amount of \$2,192,294. While grant funds were spent during the year on government operation costs, primarily public safety wages and benefits, this resulted in some of the other revenues of the City collected during the fiscal year being unspent as of June 30. Winooski City Council and Staff are conducting multiple public meetings to decide how the excess funding will be spent. Any decision regarding the use of this reserve funding would be made at a public City Council meeting in open session. Some of the change may also likely be as a result of several offsetting normal factors that influence net position from year to year.

Summary Statement of Activities

	<u>2022</u>			<u>2021</u>		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Revenues						
Program Revenues						
Charges for Services	\$ 2,028,094	3,272,712	5,300,806	\$ 1,952,692	3,164,879	5,117,571
Operating Grants & Contributions	2,338,055	-	2,338,055	269,165	6,607	275,772
Capital Grants & Contributions	75,000	-	75,000	-	328,763	328,763
General Revenues						
Property Taxes and Penalty	9,250,290	-	9,250,290	9,007,189	-	9,007,189
Local Options Tax	500,776	-	500,776	453,645	-	453,645
Unrestricted Investment Earnings	5,491	263	5,754	4,582	763	5,345
Other Revenues	23,624	-	23,624	130,173	-	130,173
Total Revenues	\$ 14,221,330	3,272,975	17,494,304	\$ 11,817,446	3,501,012	15,318,458
Expenses						
General Government	1,771,606	-	1,771,606	1,988,729	-	1,988,729
Public Safety	3,580,964	-	3,580,964	3,422,180	-	3,422,180
Public Works	2,303,090	-	2,303,090	2,094,657	-	2,094,657
Culture & Recreation	1,302,300	-	1,302,300	876,638	-	876,638
Community Development	452,003	-	452,003	466,593	-	466,593
Interest on Long Term Debt	629,788	-	629,788	727,559	-	727,559
Water	-	1,107,437	1,107,437	-	1,009,904	1,009,904
Sewer	-	1,374,074	1,374,074	-	1,328,505	1,328,505
Parking	-	1,438,608	1,438,608	-	1,594,904	1,594,904
Total Expenses	\$ 10,039,751	3,920,118	13,959,869	\$ 9,576,356	3,933,314	13,509,669
Change in Net Position Before Transfers and Special Items	\$ 4,181,578	(647,143)	3,534,435	\$ 2,241,090	(432,302)	1,808,789
Gain/(Loss) on Sale of Capital Assets	(440)	(9,970)	(10,410)	5,865	(38,243)	(32,378)
Transfers	(18,326)	18,326	-	-	-	-
Change in Net Position	\$ 4,162,812	(638,787)	3,524,025	\$ 2,246,955	(470,544)	1,776,411
Net Position - Beginning of Year	16,952,481	22,593,628	39,546,109	14,705,526	23,064,172	37,769,698
Net Position - End of Year	\$ 21,115,293	21,954,841	43,070,134	\$ 16,952,481	22,593,628	39,546,109

Business-type Activities

Business-type activities decreased the City of Winooski's net position by \$638,787 during the current fiscal year. Much of this decrease, \$524,696, in net position was related to a reduction to the net investment in capital assets from depreciation expense and debt repayment rather than an impact on their available cash. The impact on the net position available to spend was a reduction of \$114,091.

The parking fund saw a decrease in net position of \$367,642. At the end of the fiscal year, the fund transfer of \$231,674 to the Tax Increment Financing District Fund in accordance with bond covenants pledging excess reserves to repay debt used to construct the facility was the primary reason for this decrease.

The water fund saw an overall decrease in net position of \$148,347. This decrease was primarily due to increased water purchase costs from the Champlain Water District which went over budget by \$82,161. After a citywide study an underground leak was located near Richards Park that is believed to be the primary factor in this increased expense. This leak in the system has been repaired and recent invoices have returned to anticipated amounts. Some of this overage was covered by allocation fees paid by new developers.

The sewer fund saw an overall decrease in net position of \$122,798. Some of this was related to general cost increases in chemical supplies and laboratory analysis that will be increased in future budgets. Restricted net position decreased by \$89,342 as aid in expansion fees were used to slip line several sewer and stormwater lines reducing infiltration and increasing the capacity at the plant in the current fiscal year. Some of this overage was covered by allocation fees paid by new developers.

Allocation fees in the water and sewer funds are extremely variable and are not included in the budgeted revenues and should not be relied upon to meet operational expenses. There is a plan in place to increase revenues over time to be able to fund annual operations and estimated capital expenses using only revenues generated from billing rather than the unpredictable allocation fees tied to new development.

Financial Analysis of the Government's Funds

As noted earlier, the City of Winooski uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the City of Winooski governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City of Winooski's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year the City of Winooski's governmental funds reported combined ending fund balances of \$6,768,393, an increase of \$815,530 in comparison to the prior year. Of this total amount \$246,757 is nonspendable (prepaid items and inventory) and \$1,556,275 is restricted to indicate it is not available for discretionary spending. These restrictions are generated by external sources including grant agreements, statutes, or bond covenants. Of the remaining amount \$2,070,758 has been assigned for various purposes but may be reassigned at

the option of the governing body. The remaining \$2,894,603 is unassigned and available for spending at the governing body's discretion.

The general fund is the chief operating fund of the City of Winooski. At the end of the current fiscal year unassigned balance in the general fund was \$2,874,799 and assigned balances were \$869,054. As a measure of the general fund's liquidity or ability to pay debts when they become due, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures and transfers. Unassigned fund balance represents 32.07% of the general fund expenditures and transfers, while total fund balance represents 44.52% of the same amount. Both percentages are increases over the prior fiscal year indicating that the City is in a stronger financial position than at the end of fiscal year 2021.

The fund balance of the City of Winooski's general fund increased by \$1,372,057 during the current fiscal year. Key factors in this change are as follows:

- American Rescue Plan Grant Funding issued to the City for COVID-19 relief in the amount of \$1,479,985 was received or due as of June 30 of which \$277,913 was allocated to costs (\$250,000 for lost parking revenues, \$20,000 for COVID Business Recovery Grants, and \$7,913 for personal protective equipment and COVID testing kits) leaving net proceeds of \$1,202,072. As noted earlier, grant obligations were met by reporting these funds as spent on governmental operating expenses creating a fund balance from taxes and other revenues received but not required to meet annual costs. The City Council is hosting multiple ARPA listening sessions with the community to determine the priorities on which to spend these remaining funds.
- Approximately \$115,776 in local options tax was received over the budgeted amount likely due to continued online orders which are subject to the additional sales tax and the reopening of local businesses subject to either sales tax or meals and rooms tax.

Special revenue funds consist of the City of Winooski TIF Downtown Fund, Community Development Loan Fund, Justice Center Grant Fund, JAG Fund and Asset Forfeiture Fund. The TIF Downtown funds are restricted by bond covenants and state statute. The Community Development Loan Fund is restricted by grant close-out agreements. The Justice Center and JAG funds are restricted by grant agreements and outside donors. The Asset Forfeiture funds are restricted by Federal regulations.

The City's TIF district, created by legislation in 2000, has seen significant development as a result of the public investment in downtown parking, streets, sidewalks, water, sewer and storm water systems. Revenues are generated from the tax increment in the downtown TIF district. The base tax values from the original properties remain in the General Fund and the increment funds the expenses within this Fund. Additional revenues come from 98% of the Education taxes collected from that same increment, ground leases, land sales and parking revenue in excess of the cost of the parking garage operating and maintenance needs. The municipal debt continues to be paid down by the tax increment collected. The City continues to work with the selected developer of

the 17 Abenaki Way parcel, however, considering the COVID-19 pandemic and continued high inflation the development continues to experience delays. Additionally, we are in active talks with property owners and other developers to plan for additional growth in the TIF district. Projections still indicate the District will generate enough revenue to retire the debt as scheduled.

The Community Development Loan Fund saw minimal activity during the current fiscal year. The remaining active housing improvement fund loan was paid in full during the fiscal year. This fund was redeveloped into the Housing Trust Fund which has made no new loans during the year. The City did create a COVID relief small business loan program in partnership with Opportunities Credit Union. The City did not make the loans directly but did pledge funds held in City accounts as collateral allowing loans to be made. The City tracks these pledges against our balances and, as payments are remade by the local business, reduces our obligation. As of June 30, 2022 only two of the four loans made remained outstanding in the amount of \$32,448.

The Community Justice Center ended operations in fiscal year 2020; however, donated funds are still held in this fund. The City continues to work with our state government and regional partners to ensure the programs previously offered by the Justice Center are continued for City resident through other local community justice centers. Due to payments from partner agencies participating in training held by the City, a surplus of \$1,435 was carried forward restricted for use on public safety expenses.

The Justice Assistance Grant Fund is only used for equipment purchased using grant funds. In general, revenues and expenses should generally be equal for this fund. In fiscal year 2022 we used the funds to purchase a dash mounted tablet and antenna for use during patrol. Also being held in this fund is the remainder of a donation to the police department restricted to public safety with the intent to use these funds to offset any future grant match requirements.

The Asset Forfeiture fund revenues are received primarily as proportionate shares of cases worked by the Winooski Police. These funds may only be used for items that supplement our Police Department and may not be used to supplant any funding provided by the general government. The City primarily uses these funds for criminal investigations or additional training capacity.

The City of Winooski maintains a single Capital Fund for governmental capital projects. The projects for this fund are approved on an annual basis by the governing body of the City. Major projects completed during the fiscal year included completion of the reconstruction of Hickok Street and the associated sidewalks, wayfinding signage for the Myers Memorial pool, a new police department server, replacement of a police cruiser and fire command vehicle, a new sidewalk plow and rotary broom for snow removal in the public works department, and new fencing in rotary park to keep park visitors safe. Debt repayments are currently included within the Capital Fund.

Proprietary Funds

The City of Winooski's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position totaled \$622,172 for the Water Fund, \$183,994 for the Sewer Fund and \$553,947 for the Parking Fund. The changes in unrestricted net position for Water was a decrease of \$53,720, for Sewer an increase of \$56,155 and for Parking a decrease of \$27,183. Other factors concerning the finances of these funds have already been addressed in the discussion of business-type activities.

General Fund Budgetary Highlights

The detailed general fund budget approved by voters as adjusted by Council and Manager is reflected in Scheduled 1. The actual expenditures from this budgetary comparison differ from those reported as general fund in the fund financial statements due to the combining of some other programs supported by fees with the general fund for financial reporting purposes. Any positive fund balance for these programs is reported in the fund financial statements as assigned balances. Negative fund balances for these programs are deducted from the unassigned balance. The programs combined with the General Fund for reporting purposes include the operating reserve, reimbursable activities, public art program, community service programs, community development, ARPA grant tracking, rental registry program and hazmat reserve.

The general fund, as approved by voters, saw a fund balance increase of \$61,465. Expenses for the year were slightly over budget by \$74,111 which for the average person is a lot of money but represents less than 1% of the City's annual operating budget. This overage directly relates to the City Council assignment for use of reserves on specific projects or expenses including \$42,554 for the Centennial Celebrations occurring throughout the year, \$32,933 for staff bonuses for those who took on additional duties during staffing vacancies, and \$10,000 for signing bonuses to attract applicants to the vacant positions in the public works department. The overage in expenses was more than offset by the overage in revenues received totaling \$135,576.

The primary differences between budgeted and actual amounts for the General Fund as approved by voters and as amended by Council and Manager can be summarized as follows:

- Staffing costs were more than budgeted by \$82,650. This was in part due to overlapping of staff such as the City Clerk who retired in December 2021 to allow time to train new hires and the filling of vacant positions with existing staff using overtime in the police department. Also contributing were bonuses awarded by the City Council from reserves for staff fulfilling the duties of vacant positions during the fiscal year.
- Increasing development in the City as a result of new zoning in the gateway districts and streamlined permitting processes resulted in collection of \$20,590 more in permit fees than anticipated in the budget

- Approximately \$115,776 in additional local options tax was received over the budgeted amount likely due to continued online orders which are subject to the additional sales tax and the reopening of local businesses subject to either sales tax or meals and rooms tax.

Fiscal year 2022 saw some major turnover in City Staff. The year started with vacancies in the City Manager and one Code Enforcement position. During the year we saw the resignations or retirement of the City Clerk, Human Resources Director, Community and Economic Development Director, Equity Director, Recreation and Parks Manager, Children and Families Program Manager, Youth Librarian, and three staff from the Public Works Department. By the end of the fiscal year only the City Clerk, City Manager, Recreation and Parks Manager and Human Resources Director had been filled. In addition, there were several staff from various departments with extended leaves of absence. These vacancies strained remaining staff resources and required those remaining to complete the duties of the vacant positions, limiting the ability to further new initiatives and programming.

Capital Asset and Debt Administration

Capital Assets

The City of Winooski’s net investment in capital assets for its governmental and business-type activities as of June 30, 2022 totaled \$33,688,850 net of accumulated depreciation and related debt. This net investment in capital assets includes land, buildings and improvements, vehicles and equipment, roads, bridges and other infrastructure, water and wastewater distribution and collection systems, the parking garage and construction in progress. The net investment in capital assets increased by 22.30% for governmental activities due to the completion of the Hickok Street project and repayment of debt service and decreased 2.52% for business-type activities due to depreciation and increases in debt service.

Investment in Capital Assets

	<u>2022</u>			<u>2021</u>		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Land	\$ 1,709,519	647,573	2,357,092	\$ 1,709,519	647,573	2,357,092
Building and Improvements	9,977,529	-	9,977,529	9,959,895	-	9,959,895
Vehicles, Machinery, and Equipment	4,346,740	2,778,502	7,125,241	4,443,466	2,928,502	7,371,967
Infrastructure	34,396,605	-	34,396,605	33,829,976	-	33,829,976
Distribution and Collection Systems	-	21,658,316	21,658,316	-	20,696,433	20,696,433
Parking Garage	-	15,207,146	15,207,146	-	15,207,146	15,207,146
Construction in Progress	1,006,285	734,614	1,740,899	1,013,237	1,340,830	2,354,067
Total Assets	\$ 51,436,677	41,026,151	92,462,828	\$ 50,956,092	40,820,483	91,776,576

Major capital asset projects completed during the fiscal year included the following:

- Hickok Street Stormwater Line and Wastewater Structures reconstruction was completed in the amount of \$161,791 in current year costs and \$721,925 from prior year work in progress
- Hickok Street Reconstruction, sidewalk and curbing construction was completed in the amount of \$474,440 in current year costs and \$223,898 from prior year work in progress
- Purchase of a new 2021 MT7 sidewalk plow used for plowing in the Public Works Department for \$178,798

There are several long-term projects construction in progress, in the City that will not be complete until future periods including:

- Main Street Reconstruction – General Fund which included \$257,045 of expenses during fiscal year 2022 and prior work in progress of \$729,340.
- Main Street Reconstruction – Water which included \$33,242 of expenses during fiscal year 2022 and prior work in progress of \$205,520.
- Main Street Reconstruction – Wastewater which included \$70,704 of expenses during fiscal year 2022 and prior work in progress of \$413,386.
- Hydrant Replacement – Water which includes \$11,763 of expenses during fiscal year 2022 that will be installed in a future year.
- Haun Pressure Washer – General Fund which included \$14,090 expenses in fiscal year 2022 that will be installed in fiscal year 2023.
- Information Technology Switches and Uninterrupted Power Supply – General Fund which included \$5,810 of expenses during fiscal year 2022 and were installed in October 2022 during fiscal year 2023.

Additional information on the City of Winooski’s investment in capital assets can be found in note IV.F. of the notes to the financial statements.

Long Term Debt

At the end of the current year, the City of Winooski had total long-term debt outstanding of \$17,309,147. Of this amount \$5,953,935 is TIF related debt that is to be repaid using the tax increment revenue generated by properties within the district and any other related revenues as specified in the bond and promissory notes.

The City of Winooski’s total debt decreased by \$2,791,688 during the year, reflecting repayments on existing debt of \$3,248,807, new bond debt of \$236,903 for the Main Street preliminary

engineering and Hickok Street reconstruction including sewer improvements and new capital lease debt of \$220,216 for the purchase of a fire command vehicle and sidewalk plow.

State statutes limit the amount of bonded debt any governmental entity may issue to 10 times its total assessed valuation. The debt limit in fiscal year 2022 for the City of Winooski was \$5,758,003,420 which is significantly in excess of the City's outstanding bonded debt.

Bonds are issued through the Vermont Municipal Bond Bank. The City issues no bonded debt on its own behalf and does not maintain its own credit rating.

Additional information regarding the long-term debt of the City can be found in note IV.K. of the notes to the financial statements.

Economic Factors on Next Year Budgets and Rates

- 3.5% COLA estimated in FY23 budget for all staff
- Actual COLA came in at 5% for non-union and American Federation of State, County, and Municipal Employees union members and 7.8% for Fraternal Order of Police union members.
- Health insurance decreasing by 7% for January 2022
- Modest Grand List growth of .8% was estimated

All these factors were considered in the preparation of the City of Winooski's budget for the 2023 fiscal year which began on July 1, 2022.

The City of Winooski approved a general fund budget for fiscal year 2023 in the amount of \$8,714,885. This represents an increase of \$501,289 or 6.1% over the approved budget for the previous year. Only \$169,968 or 2.07% of the budgeted increase was to be raised from property taxes. The remaining costs were covered by various estimated increases in revenue lines including an increase of \$65,000 to Local Options Tax based on actual experience.

For the Fiscal Year 2023 budget the City integrated revenues and expenses totaling \$211,000 related to a contract with the Winooski School District to expand recreational programming to the youth of the community free of charge to participants. The Council approved a request from Downtown Winooski to include starting in fiscal year 2023 an annual transfer of 5% of the Local Option Tax revenue. This 5% equates to approximately \$22,500 or a .39% increase in the tax rate. The budget for the general fund does not include the budgets for programs supported by fees, special revenue funds, or proprietary funds.

The City Council approved rate increases for the Water Fund from \$42.09 to \$43.98 per 1000cf with a minimum bill of 500cf, for the Wastewater Fund from \$54.88 to \$57.35 per 1000cf. The goal of the City is to fully fund the operations of these funds from their charges for services and fund a capital plan that addresses our aging infrastructure. This vision is likely to be achieved in the next one to three fiscal years barring significant operational cost increases related to contractual obligations or sole source vendors such

as the Champlain Water District for water purchases or the City of Burlington for biosolids disposal. The Parking Fund increases were limited to those outlined in existing contracts.

Requests for Information

This financial report is designed to provide a general overview of the City of Winooski, Vermont's finances for all those with an interest in the City's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the City Treasurer, City of Winooski, 27 West Allen Street, Winooski, VT 05404.

FY2022 ANNUAL REPORT

Winooski

The Chittenden County Regional Planning Commission (CCRPC) is a political subdivision of the State created by the municipalities of Chittenden County in 1966 for the development of policies, plans and programs that address regional issues and opportunities in Chittenden County. Its vision is to be a pre-eminent, integrated regional organization that plans for healthy, vibrant communities, economic development, and efficient transportation of people and goods while improving the region's livability. The CCRPC serves as the region's federally designated metropolitan planning organization (MPO) and is responsible for comprehensive and collaborative transportation planning involving municipalities, state and federal agencies and other key stakeholders in Chittenden County. The CCRPC works to ensure implementation of the regional transportation plan and provides technical and planning assistance to its member municipalities, and the Vermont Agency of Transportation (VTrans).

The CCRPC is governed by a 29-member board consisting of one representative from each of the County's 19 municipalities; transportation representatives from VTrans, Green Mountain Transit (GMT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Burlington International Airport (BIA), and a rail industry representative; and, at-large members representing the interests of agriculture, environmental conservation, business, and housing/socio-economic. The legislative body of each Chittenden County municipality selects its own representative and alternate. The full CCRPC selects the at-large representatives.

The CCRPC appreciates the continued opportunity to work with its municipal members to plan appropriately for the region's future to protect and improve the special quality of life that is shared throughout Chittenden County. In FY22, the CCRPC invested approximately \$5.9 million in regional land use, transportation, emergency management, energy, natural resources, public engagement, training, and technical assistance. The program leverages more than \$4.5 million in Federal and State investment with \$250,400 in municipal dues and another \$175,000 in local match for specific projects—a more than 10:1 return on local investment.

Winooski representatives to the CCRPC Board and other committees in FY22 were:

- CCRPC Representative: Michael O'Brien | CCRPC Alternate: Abby Bleything
- Transportation Advisory Committee (TAC): Jon Rauscher
- Planning Advisory Committee (PAC): Eric Vorwald
- Clean Water Advisory Committee (CWAC): John Choate / Ryan Lambert
- Regional Emergency Management Committee (REMC): Elaine Wang, Fire Chief John Audy

Specific activities the CCRPC is engaged in with Winooski, as well as CCRPC's regional activities, are discussed in the following sections.

Winooski Activities

In FY2022, the CCRPC provided assistance to Winooski on the following projects and initiatives:

- **Winooski Traffic Calming Policy:** Through this project, a traffic calming policy/manual was developed for the City of Winooski. The manual defined the evaluation process as well as provided a description of applicable treatments and measures for possible implementation. The finalized Traffic Calming Manual can be found here: <https://www.winooski.vt.gov/AgendaCenter/ViewFile/Item/6141?fileID=7977>. Total consultant budget: \$30,000
- **Parking Management Plan (PMP):** The Winooski PMP takes a comprehensive view of vehicle parking outside of the downtown core which was the focus of a previous parking study in 2017. The PMP collected data related to existing parking inventory, developed and evaluated options, and recommended actions for the City to implement regarding parking management and enforcement. The final report was completed in June 2022: https://studiesandreports.ccrpcvt.org/wp-content/uploads/2022/05/City_of_Winooski_PMP_FinalReport_20220630.pdf. Total consultant budget: \$60,000
- **Water Quality Planning Assistance:** The CCRPC continued to provide assistance with Municipal Roads General Permit (MRGP) compliance. Staff reviewed and uploaded REI updates to the DEC data portal before the April 1st, 2022 deadline.
- **Emergency Management – LEMP:** CCRPC staff offered assistance in preparation of the annual Local Emergency Management Plan (LEMP), to ensure that Winooski identified a chain of command for efficient response in the event of an emergency.
- **Chittenden County Brownfields Program:** CCRPC obtained a \$400,000 EPA Brownfield Assessment Grant in FY16; and a \$300,000 EPA Brownfields Assessment Grant in FY18 and a \$99,000 Vermont ACCD Assessment Grant in FY22. Since the fall of 2016, using these two grants the program has provided \$586,488 to assess perceived or real contamination issues in various municipalities, including Winooski at 4 & 12 Winooski Falls Way (south of traffic circle); City Lot 7D on Winooski Falls Way (behind CCV); 42 Pine Street (Myers Pool); City Lot 8 on Winooski Falls Way (in front of Waterworks Restaurant), and 355 Main Street (Andy's Used Cars). For more information, visit: <https://www.ccrpcvt.org/our-work/economic-development/brownfields/>.
- **Geographic Information Systems:** CCRPC staff provided GIS mapping services to support Winooski's asset management software and created Winooski road maps for the Winooski Post Master.
- **Traffic Counts:** Traffic counts conducted in support of Winooski's transportation projects and studies can be found here: (<http://vtrans.ms2soft.com/>).
- **Elders and Persons with Disabilities (E&D) Transportation Program:** The E&D Transportation Program supports community members through affordable transportation to medical appointments, access to grocery stores, and social visits with friends and family. In our region, Green Mountain Transit (GMT) contracts with the Special Services Transportation Agency (SSTA) to provide the service. The program uses a combination of lift-equipped vans, sedans

and minivans, along with volunteer drivers to give rides to E&D users. While still adapting from the impact of the COVID-19 Pandemic, the E&D program continued to deliver vital transportation to older adults and persons with disabilities in Winooski.

- **Technical Assistance:** CCRPC staff provided a variety of technical assistance to the City, including:
 - Provided support with the Winooski River Bridge RAISE grant.
 - Drafted a Northern Border Regional Commission support letter.
 - Provided technical support for the ADA Transition Plan.
 - Conducted a regional model analysis to break down who the users of the Winooski River Bridge are.
 - Reviewed and provided comment on the Traffic Impact Study for the 298 East Allen Street redevelopment.

Winooski Projects in the Transportation Improvement Program (TIP)

The TIP (<http://www.ccrpcvt.org/our-work/our-plans/transportation-improvement-program/>) is a prioritized, multi-year list of transportation projects in Chittenden County. To receive federal funds, each transportation project, program or operation must be authorized through the TIP. Winooski projects included in the TIP are listed below. These projects are also identified in the FY22 Vermont Agency of Transportation Capital Program for design or construction.

- **Class I Concrete Pavement Repairs and Class I Paving:** \$4.4 million for Class I pavement repair and paving to be completed in 2022.
- **Gateways Crosswalk Enhancements:** 2017 TA award (\$289,000) to construct enhanced crosswalk treatments at five locations: Main/ Normand; Main/ Burling; Main/ LaFountain/ Stevens; Main/ Union/ Platt; Malletts Bay/Elm/ St Peter. Construction scheduled to begin in 2023.
- **Malletts Bay Rail Crossing Improvements:** \$528,000 for rail crossing improvements as Malletts Bay Avenue. Construction schedule for FY23.
- **Main Street Sidewalk and Bicycle Improvements:** \$400,000 Bike & Pedestrian program award in 2019. Construction scheduled for 2023.

FY2023 CCRPC Work Program

Project Name	Brief Description	Total Budget
Winooski Bicycle & Pedestrian Master Plan	This project proposes the development of a bicycle & pedestrian master plan (B&PMP) to build off the work completed through the Transportation Master Plan (in 2017) and the Parks and Open Space Plan (completed in 2020).	\$80,000 budget which includes a \$16,000 local match.
Lafountain and Dion Street Scoping Study	The intent of the study is to determine potential street reconfiguration alternatives within the right-of-way. On-street parking is underutilized	\$60,000 budget which includes a \$12,000 local match.

	for the majority of the corridor and there is minimal bike and pedestrian facilities. There is an opportunity to enhance pedestrian, bike and urban tree plantings for this corridor.	
Inspection and Inventory of Existing Stormwater System (Phase 2)	The proposed work includes inspection, condition assessment and updating GIS layers for the City's stormwater drainage system within the roadway network. The data will be used to better manage the City's transportation capital planning program and support water quality improvement planning.	\$75,000 budget which includes a \$15,000 local match.

Regional Activities

- **ECOS Plan Implementation:** The CCRPC continues to implement the strategies of the *2018 Chittenden County ECOS Plan* (<http://www.ecosproject.com/2018-ecos-plan>). The ECOS Plan (Environment; Community; Opportunity; Sustainability) is the regional plan for Chittenden County and combines three plans into one: The Regional Plan, the Metropolitan Transportation Plan, and the Comprehensive Economic Development Strategy. The 2021 ECOS Annual Report summarizes progress toward the goals set in the ECOS Plan: (<http://www.ecosproject.com/2021-annual-report>). In addition, the ECOS Scorecard monitors the accomplishments and indicators depicting progress towards all 17 of the ECOS goals (<https://embed.clearimpact.com/Scorecard/Embed/8502>).
- **Chittenden County Municipal Legislative Briefing:** On December 7th, the CCRPC hosted a legislative briefing to serve as a forum for municipal representatives and legislators to connect on important topics for the upcoming legislative session. The focal areas for the 2021 briefing included: Smart Growth Investment; Economic Recovery; Governance & Funding (<http://www.ccrpcvt.org/about-us/commission/policies-positions/>).
- **Public Engagement & Racial Equity:** Achieving a healthy, inclusive, and prosperous future for Chittenden County is the vision of our Regional ECOS Plan. However, the ECOS partners know we cannot achieve that future without addressing the systemic racism in our community. While addressing inequity has been one of the eight key strategies in the ECOS Plan since 2013, there is much work to be done. The **2014 Public Participation Plan** (PPP: <http://www.ccrpcvt.org/our-work/our-plans/public-participation-plan/>) guides our program and policy outreach and will be updated in FY23 with a renewed focus on analyzing inequities in all sectors of our work to ensure that we actively eliminate barriers and foster an inclusive and meaningful public engagement for all planning and policy work we do – this meaningful engagement is the foundation that leads to actions that meet the needs of our diverse community. In FY22 the CCRPC continued to address issues related to racial and economic disparities through the following actions:

 - Continued working with equity consultant The Creative Discourse Group (TCDG) to address racial equity within CCRPC. Their work included an [Organizational Equity Assessment](#) of CCRPC with recommendations.

- Established a CCRPC Racial Equity Leadership Team (ELT) which has evolved into a newly forming Equity Advisory Committee (EAC) to guide the CCRPC's equity work.
 - Facilitating, providing, and/or taking advantage of educational opportunities for our staff, municipalities, and other local and regional partners that address inequities and advance anti-racism efforts.
 - Strengthening existing relationships and partnerships and forging new ones with Vermont organizations working to advance anti-racism efforts.
 - In partnership with TCDG, hosted a Planning for Equity Summit as way to engage outside individuals and external partners in examining our organization's policies, practices, culture, and services through the lens of anti-racism and white privilege to ensure they reflect our commitment to racial justice.
- **Building Homes Together:** The CCRPC, Champlain Housing Trust and Evernorth concluded the first Building Homes Together campaign, which has been a five-year outreach, education, and advocacy effort focused on the production of much-needed housing in Chittenden County. The campaign set a goal of 3,500 new homes from 2016 to 2020, with 700 of them permanently affordable to low-income households. Over the five years, 3,659 net new homes were built, but only 536 of them are permanently affordable, achieving 77% of the affordable housing goal. Following the conclusion of the first campaign, the Building Homes Together 2.0 campaign was launched last fall with the goal of building 5,000 homes by 2025 for people of all incomes, including at least 1,250 affordable homes. To review the latest housing data, infographics and press releases, more information can be found at <http://www.ecosproject.com/building-homes-together/>.
 - **Emergency Management:** The CCRPC helped the State transition from regional Local Emergency Planning Committees to a statewide LEPC starting in July 2021. Concurrent with that change a Regional Emergency Management Committee (REMC) was formed consisting of two representatives from each municipality and others involved in emergency management in Chittenden County. The purpose of the REMC is to coordinate and support regional all-hazard emergency planning and preparedness activities to improve the region's ability to prepare for, respond to, and recover from all disasters. CCRPC staff participate in a wide array of emergency management-related workshops and exercises to support our role in the SEOC when called upon. The CCRPC also served as the local liaison between municipalities and the state to collect damage assessment information after significant storm events, helped with emergency preparedness for hazardous materials incidents, collected information from each municipality on annual implementation of hazard mitigation activities, and worked with municipalities to complete Local Emergency Management Plans. Finally, CCRPC assisted IEM, a national consulting firm, with drafts of the 2022 Chittenden County Multi-Jurisdictional All-Hazards Mitigation Plan (<https://www.ccrpcvt.org/our-work/emergency-management/hazard-mitigation-plan/>) and its municipal annexes.
 - **Regional Energy Planning:** The CCRPC continues initiatives to support the Region's Enhanced Energy Plan (<http://www.ccrpcvt.org/our-work/our-plans/regional-energy-plan/>). The CCRPC hired an energy project manager in September and participated in implementation activities funded by ACCD, which included a Button-Up Vermont event, statewide RPC roundtables, a resource to towns for addressing climate change in land use policy (<https://www.ccrpcvt.org/wp-content/uploads/2022/04/Climate-Change-and-Land->

[Use Standard-Resolution 20220427.pdf](#)), energy committee roundtables, technical assistance to energy committees and municipal staff, promotion of CVOEO low-income weatherization program, and electric vehicle, energy storage, heat pump, and weatherization education webinars.

- **Chittenden County Park and Ride Plan Update:** This plan assesses existing park and ride facilities in Chittenden County, identify opportunities for improvements to the existing facilities, and evaluate the potential for new facilities that will benefit commuters and residents throughout the CCRPC region and adjacent communities. This plan also evaluates recent travel trends and establishes a methodology and process to determine whether there is demand for new facilities and where new facilities may be warranted. The plan will be finalized later this fall.
- **Chittenden County I-89 2050 Study:** The CCRPC in collaboration with VTrans, municipalities, and other interested parties completed the I-89 2050 Study. The study evaluated existing multimodal conditions along the I-89 Corridor and its interchanges; assessed numerous new and improved interchange alternatives; conducted extensive outreach to the public including underserved populations, municipal officials, and other stakeholder groups; developed and analyzed bundles of multimodal corridor improvements, and created an implementation plan that will guide the corridor toward the project’s vision over the next 30 years. For more information, please visit the project website: <https://envision89.com/>.
- **Transportation Demand Management (TDM):** In partnership with VTrans, CCRPC staff managed the transition of the **Way to Go! School Challenge** into **Park Your Carbon** (<https://www.connectingcommuters.org/parkyourcarbon>). The COVID-19 pandemic impacted the effectiveness of Way to Go! which was a school-focused K-12 program to encourage sustainable transportation and demonstrate the environmental and financial benefits of non-single occupant vehicle travel. Park Your Carbon was created to pandemic-proof this TDM program and create a fun, engaging brand with easy participation by all Vermonters. Since the transportation sector is the largest contributor to statewide greenhouse gas emissions, educating and encouraging a shift in transportation behavior away from driving alone can help Vermont meet its climate and energy goals. The CCRPC participated in CATMA’s Employer Transportation Coordinator (ETC) Network program and events to learn from other ETC Network members about employee TDM benefits and programs. The CCRPC also continued to collaborate with regional TDM partners to evaluate strategies and policies to encourage sustainable modes of transportation such as walking, biking, ridesharing, vanpooling, transit, bikesharing and carsharing. TDM partners include: the Chittenden Area Transportation Management Association (CATMA), CarShare VT, the University of Vermont, Green Mountain Transit (GMT), Local Motion, Greenride Bikeshare, Go! Vermont/VTrans, and United Way.
- **Public Transportation Planning:** The CCRPC remains engaged with GMT in a wide variety of public transit planning projects and initiatives to support the continued development of a transportation system that is efficient, equitable and environmentally sustainable. In FY22, the CCRPC staff participated in Association for Commuter Transportation (ACT) meetings (<https://www.actweb.org/>), continued to participate in Tri-Town Transportation Committee meetings to review community-based solutions to enhance mobility in Jericho, Underhill and Cambridge, served as a stakeholder for the Vermont Clean Cities Coalition’s Future of Rural Transit Project (<https://vtccc.w3.uvm.edu/projects/future-of-rural-transit/>) and managed the

Transit Finance Study that developed transit financing options for the Legislature to consider (https://studiesandreports.ccrpcvt.org/wp-content/uploads/2021/12/Transit_Funding_Report_Dec2021.pdf).

- **Elders and Persons with Disabilities (E&D) Transportation Program:** The Chittenden County E&D Transportation Program supports community members through affordable transportation to medical appointments, access to fresh food at the grocery store, and social visits with friends and family. In FY22, the E&D Committee held four quarterly meetings to discuss program funding, volunteer driver utilization and opportunities to enhance transportation equity within our region. In coordination with VTrans, the CCRPC hosted the 3rd Annual E&D Transportation Summit in Burlington. More information about the event can be found here: (<https://vtrans.vermont.gov/public-transit/E-and-D>). The CCRPC also managed the E&D, ADA & Medicaid Call Center Feasibility Study: (<https://studiesandreports.ccrpcvt.org/wp-content/uploads/2022/08/GMT-SSTA-Call-Center-Draft-Final-Report.pdf>).
- **Active Transportation Planning:** The CCRPC began updating the 2017 Regional Active Transportation Plan (ATP, <https://www.ccrpcvt.org/our-work/our-plans/regional-bikeped-plan/>), which serves as the active transportation element of the long-range Metropolitan Transportation Plan (MTP). The ATP includes recommended priority corridors, programs and policies to support active transportation throughout the region. CCRPC staff collaborated with TDM partners and local municipalities to expand the Greenride Bikeshare system and convert the fleet to electric assist bicycles (www.greenridebikeshare.com). The CCRPC also promoted TDM strategies and provided bike/ped-related technical assistance to municipalities and businesses, assisted municipalities with bike/ped grant and UPWP applications, managed bike/ped-related UPWP projects, and conducted bike/ped counts on paths, designated bike lanes, and other roadways. The CCRPC also continued to host the 2021 webinar series from the Association of Pedestrian and Bicycling Professionals for municipalities and regional partners.
- **Clean Water:** The CCRPC's water quality initiatives help to safeguard our clean drinking water, support our recreation and tourism industry, and make our municipalities more resilient to flood events. The CCRPC continues to host the Clean Water Advisory Committee and the MS-4 Sub-Committee (<https://www.ccrpcvt.org/about-us/committees/clean-water-advisory-committee/>) and provide guidance for the Vermont Clean Water Fund. CCRPC staff also joined the Lake Champlain Sea Grant Program Advisory Committee, and managed Design Implementation Block Grant projects on behalf of select towns to design stormwater treatment practices. The CCRPC also supported education programs such as the Rethink Runoff (<http://www.rethinkrunoff.org>) on behalf of nine of our municipalities, assisted with watershed resiliency mapping, participated in water quality-focused policy discussions. As the newly designated Clean Water Service Provider (CWSP) for the Northern Lake Champlain Direct Drainages, Basin (5). CCRPC worked to seat the Basin 5 Water Quality Council which will assist the CCRPC as it oversees the development and implementation of non-regulatory water quality improvement projects that reduce phosphorus loading into these streams and Lake Champlain.
- **Municipal Roads General Permit (MRGP) Compliance and Water Quality Planning Assistance:** CCRPC staff continues to work with all Chittenden County municipalities on meeting their MRGP obligations. This includes evaluating segments through Road Erosion Inventories (REIs), tracking and documenting upgraded segments and outlets, and reporting to DEC. Staff also assists municipalities with the State's Grants in Aid (GIA) program, which allocates funding to

participating towns for stormwater improvements related to the MRGP. In FY2022, 13 Chittenden County municipalities signed up to participate in the GIA program. An estimated 38 non-compliant segments will be upgraded using the allocated \$253,000.

- **Comprehensive Economic Development Strategy:** With federal funding from the US Economic Development Administration, CCRPC continued work on a Comprehensive Economic Development Strategy (CEDS) for our region in concert with the Addison, Rutland and Central VT regions -- collectively called the [West Central Vermont CEDS](#). This document will help identify priority economic development strategies and projects and will be used by a variety of federal and state funding programs when making grant decisions. The project will be completed in late 2022.
- **VTculverts:** CCRPC staff worked with a consultant to upgrade the VTculverts website (<https://www.vtculverts.org/>). The new website allows easy in-the-field bridge and culvert inventories to be conducted. VTculverts is a great tool to visually see town-maintained bridges and culverts on a map or chart. Between the new website and training, municipal use of the website has increased.
- **Regional Technical Assistance:** This includes, but is not limited to, municipal technical assistance for various transportation issues, GIS mapping, and bylaw revisions, Act 250/Section 248 application reviews, grant administration and grant application assistance for plans, projects and initiatives at the local level that help advance the ECOS Strategies, Metropolitan Transportation Plan (MTP), and Transportation Improvement Program (TIP).
- **Lake Champlain Byway:** Chittenden County includes eight of the Byway's 22 communities: Milton, Colchester, Winooski, Essex Junction, Burlington, South Burlington, Shelburne, and Charlotte. CCRPC staff maintained the Byway website (<https://lakechamplainbyway.com/>) including a helpful Interactive Map (<http://map.ccrpcvt.org/lcbyway/>). Additionally, CCRPC continues to host the Byway's audio stories App & Phone line (<https://lakechamplainbyway.com/explore-our-regions/mobile-story-app/>).

For further information about the CCRPC, please visit <http://www.ccrpcvt.org/> or contact CCRPC Executive Director, Charlie Baker: cbaker@ccrpcvt.org.

CSWD Fiscal Year 2022 Summary

Thanks to conservative budgeting and significant belt-tightening, the Chittenden Solid Waste District remained on strong financial footing in Fiscal Year 2022 (July 1, 2021-June 30, 2022). The District's FY22 total operating expenses were \$12,336,755 and operating revenues were \$16,569,666 for a net surplus of \$4,232,911. This surplus was applied to CSWD's reserves following the Board-approved prioritization schedule (see "Budget Memo" under FY2023 Budget on the Financial Information page of cswd.net.)

The residents, businesses, and institutions of our 18 member towns and cities generated an estimated 305,389 tons of materials to be managed in calendar year 2021, compared with 270,207 tons in 2020, with the increase likely due to increased construction and overall economic activity. Chittenden County continues to be among the national leaders in landfill diversion, with an estimated 66.7% of those materials recovered in 2021 via composting (food scraps, leaves, and yard trimmings), anaerobic digestion, and recycling of Blue-Bin materials, Special Recycling, and Construction and Demolition materials. (The 2021 Diversion Report will be posted in October 2022.)

This foundation enabled CSWD to focus on strengthening our infrastructure and our commitments to our members, staff, and our mission: *To reduce and manage the solid waste generated within Chittenden County in an environmentally sound, efficient, effective, and economical manner.*

STRENGTHENING CSWD'S INFRASTRUCTURE

Preparing for a New Materials Recovery Facility

In March 2022, the CSWD Board of Commissioners voted unanimously in favor of CSWD submitting a bond request to the voters of Chittenden County in the November 2022 General Election enabling CSWD to borrow \$22 million to build a new Materials Recovery Facility.

Organics Diversion Facility: Phase 1 work completed, foodware ban implemented

The first phase of a three-part expansion of CSWD's Organics Diversion Facility (or ODF – where Green Mountain Compost is made) was completed in FY22. This phase included implementation of a windrow turner that replaced four pieces of heavy equipment and reduced windrow-turning time from two weeks to three hours. The completion of a new curing and sales area enabled staff to remove all sales traffic to a separate gate, decreasing congestion and increasing safety for all facility users.

Due to increased contamination from non-compostable materials, the ODF began accepting only food scraps, paper towels and napkins, and newspaper, paper bags, and certified compostable bags used for lining food scrap collection containers as of January 1, 2022. CSWD provided just shy of a year of notice to vendors, commercial and institutional consumers of compostable products, food scrap haulers, and the public. A blog post on the drivers for this decision is on the CSWD website.

New Administration Building approved

COVID-19 demonstrated the necessity of healthy and safe working facilities and the shortcomings of CSWD's Administration offices at 1021 Redmond Road in this regard. CSWD's Board of Commissioners approved planning for new offices to be pursued into FY23.

Other operational changes included the end of CSWD operation of the Drop-Off Center in Richmond after almost 30 years. CSWD submitted a bid for continued operation of the facility, but the Richmond Select Board voted to award the contract to Casella Waste Systems when CSWD's lease expired on December 31, 2021. Though it was not the outcome we desired, the removal of this facility reduced CSWD operating expenses, enabled us to deploy experienced staff to other sites, and provided an opportunity for CSWD to re-evaluate our community's needs.

STRENGTHENING OUR COMMITMENT TO OUR COMMUNITY AND EMPLOYEES

CSWD was not immune to the labor shortages experienced across Vermont, and the Board of Commissioners convened an Ad Hoc Committee to review employee compensation and benefits, ensuring the District is competitive in the labor marketplace and the compensation structure is clear and fair.

The Board adopted a Declaration of Inclusion at their May meeting, with staff forming a Justice, Equity, Diversion, and Inclusion (JEDI) Committee devoted to ensuring and exploring opportunities for implementation of the Declaration's principles.

The CSWD Board passed resolutions recognizing retiring employees Nancy Plunkett (30 years) who implemented mandatory recycling in Chittenden County in 1993 and expanded CSWD's education and research programs, and Lee Tuure (29 years), who transformed "town dump" locations into CSWD's beloved Drop-Off Centers. The Board also recognized the volunteer service of Commissioners Abby Foulk (Shelburne-nine years) and Doug Taff (Hinesburg-12 years).

CSWD staff reported on the 2021 (biannual) Household Solid Waste Survey Report, with key findings including that 93% of respondents reported a favorable impression of CSWD, and strong support for bonding for a new MRF. The survey also revealed opportunities for CSWD to provide more communication on appropriate materials management, particularly to new residents. Staff began the process for amending the CSWD Solid Waste Management Ordinance, which will wrap up in FY23.

Overall, FY22 proved an extremely busy year as CSWD staff and Board of Commissioners rebooted projects stalled by the pandemic and looked ahead to opportunities to build on the District's 35 years of public service to Chittenden County.

Paul Ruess

Chair, Board of Commissioners

Sarah Reeves

Executive Director



FY22 Annual Report

Green Mountain Transit (GMT) operates public transportation services in Chittenden, Washington, Franklin, Grand Isle, Lamoille and Orange Counties. The mission of GMT is to promote and operate safe, convenient, accessible, innovative, and sustainable public transportation services in northwest and central Vermont that reduce congestion and pollution, encourage transit-oriented development, and enhance the quality of life for all.

FY22 Ridership: GMT provided 2.05 million passenger rides in FY22 with 1.7 million of these rides occurring in the Chittenden County service area. In addition to fixed route bus service GMT operates, or contracts for, demand response services (ADA, Medicaid service and Elders & Disabled), Weekly Grocery Shopping Shuttles and seasonal tourism routes in Stowe and the Mad River Valley.

The lasting impacts of the COVID-19 pandemic were reflected in our FY22 ridership. While some local routes, such as the Williston and Essex Junction routes, saw increases over FY20 and FY21, they still remained lower than our pre-pandemic service. GMT's LINK Express and Local Commuter routes didn't experience significant ridership gains and in some cases, were 70% below FY19 ridership.

GMT depends on volunteer drivers to provide Medicaid and Elders & Disabled transportation services. Volunteer drivers are reimbursed for miles driven at the IRS standard mileage rates. If you, or someone you know, would like to consider helping your community volunteering to transport community members to medical appointments and other life activities please contact GMT at 802-540-2468.

Fleet Update: To provide maximum passenger comfort, increase service reliability and to lower operating costs GMT has started a multi-year sustainable fleet replacement plan. GMT took delivery of 9 new vehicles in FY22.

Justice, Equity, Diversity & Inclusion (JEDI): GMT created a JEDI committee made up of internal staff, GMT Board Members and the members of the public. This committee meets monthly and led a request for proposals (RFP) process for consulting services to provide staff and Board training, complete an organizational assessment and establish a data collection and analysis plan to



measure the current landscape in regard to diversity within GMT and provide a baseline for accountability and to measure progress.

Financial Information:

GMT ended the year with a total operating surplus of roughly \$458K and a positive change in net assets of \$2.3M. With an operating surplus of roughly \$128K and positive change in net assets of \$2.6M on the urban side and roughly \$329.9K operating surplus and negative change in net assets of (\$310.2K) on the rural side.

Since the onset of the pandemic, the Authority’s funding mix has relied heavily on Federal support. The availability of covid-relief funds, such as CARES, CRRSAA, and ARPA, which require no non-federal match elevated the proportion of federal funding as a percentage of overall revenue in FY22. This is clearly reflected in Figures 1-2, and resulted in a lower proportion of state support and operating revenues, with the decline in operating revenues largely the result of the continuation of fare-free in all service areas.

Figure 1

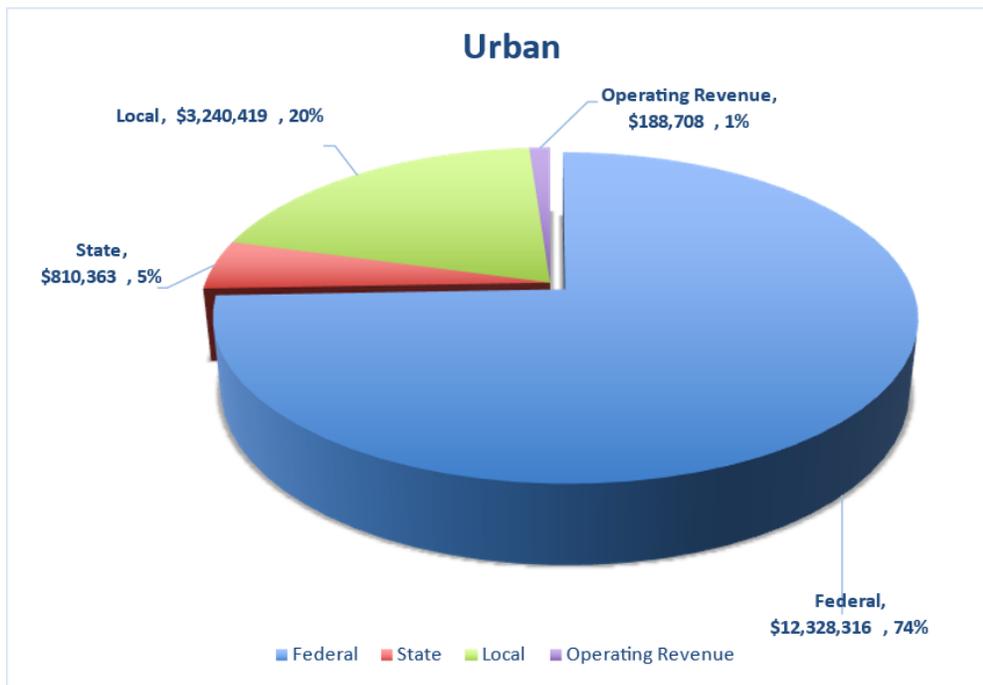
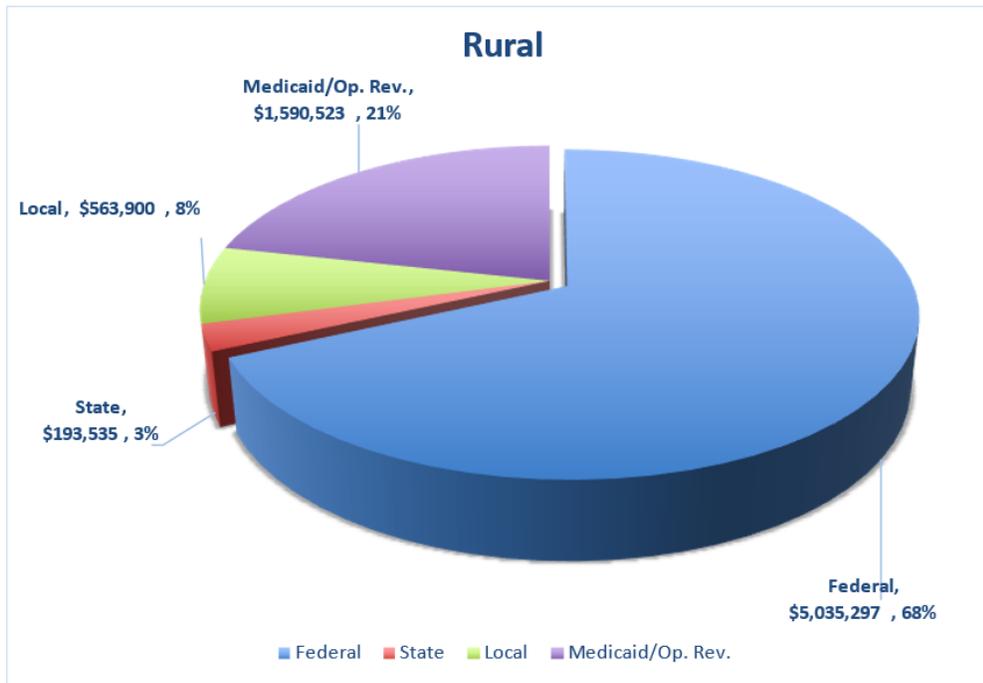


Figure 2



GMT ended FY22 with a total Fund Balance of roughly \$2.48M (*unaudited*). GMT's Fund Balance Policy includes a benchmark equal to 2 months of operating expenses. At the end of FY22, GMT had approximately 1.48 months of fund balance on hand, or 73.8% of its target benchmark.

For more information on GMT's finances please visit ridegmt.com/finance-department/.



DOWNTOWN WINOOSKI 2022



Downtown Winooski is a non-profit organization dedicated to building **community and economic vitality through events, marketing, business-to-business collaboration, and advocacy.**

Downtown Winooski maintains the critical state-required Downtown Designation for Winooski, bringing state, federal and other funding and economic opportunities to Winooski. Downtown Winooski's Board of Directors and dozens of dedicated volunteers helped make all of our work come together. Thank you to the City of Winooski for supporting our work and being such excellent partners. We appreciate all of our donors, grantors, funders, and sponsors for ensuring that we can continue to provide above and beyond service to this community. Downtown Winooski is in a unique position to bring our strong business community together to identify and achieve common goals. We continue to provide rigorous business support and outreach in addition to hosting a series of free and inclusive community events that benefit residents, tourists and everyone who works or plays in Winooski. We are grateful to work with collaborators, co-conspirators, sponsors and volunteers from Winooski and beyond who have a shared desire to build a vibrant, connected and healthy city.

In 2022 we continued to work hard towards our mission of supporting the cultural and economic development and vitality of Winooski. We hosted free and inclusive events, kept our business community informed and empowered with regular communications and meetings, advocated for policies and projects that contribute to a thriving community, and strengthened connections between businesses. We promoted businesses and community partners daily through our popular social media channels and e-newsletter. We cultivated positive relationships with area collaborators, media, influencers and community leaders.

We hosted cornerstone community events like the **Winooski Farmers Market** for 21 weeks from May to October. We were a critical partner during **Winooski's Centennial Celebration**, culminating in a party for all to mark 100 years as a city. This year we expanded **Winooski Wednesdays Free Concert Series** to include a growing outdoor marketplace of diverse local vendors over 7 individual dates. We were pleased to work with the City of Winooski and other partners to host the Second Annual **Juneteenth Winooski**. We worked with regional and international partners to host **French Heritage Day** in late June. We also worked with local leaders including Rep. Taylor Small and City Councilors Renner and Hurd to bring the **first official Winooski Pride** event to the city with tremendous success. For the fourth year in a row, we worked with the City of Winooski Recreation and Parks to put on the beloved **Halloween in Winooski** event, with an absolute record-breaking turnout for a kids "night club" and live music, alongside 1,000 community-carved pumpkins.

WWW.DOWNTOWNWINOOSKI.ORG
builds community by supporting businesses

Local Health Office Annual Report 2022

Twelve Local Health Offices around the state are your community connection with the Vermont Department of Health. Your district office is at the address and phone number above. We provide essential services and resources to towns in order to protect and promote the health and well-being of people in Vermont. For example, in the past year and beyond, we:

Protected communities from COVID-19: Since the pandemic began three years ago, our doors have remained open and we've been able to serve communities thanks to individuals, families, schools, businesses, first responders, and countless others that worked with us to meet the needs of local towns. We provided vaccine, testing, and information, along with other key public health services. In collaboration with community partners, since COVID-19 response efforts began, the Burlington Local Health Office hosted over 200 COVID-19 vaccination clinics and provided over 20,000 COVID-19 doses. Since August 2021, local health offices across Vermont have documented and helped manage over 8,000 COVID-19 related situations, including over 1,200 COVID-19 outbreaks. Learn more at <https://www.healthvermont.gov/disease-control/covid-19>.

Ensured local preparedness for future emergencies: We worked with partners like schools, hospitals, and emergency personnel to ensure effective pandemic response and support preparedness to distribute medicine, supplies, and information during public health emergencies. This year, we responded to the emergence of human monkeypox virus by sharing information and providing vaccine to community members. As of November 2022, over 90 vaccine doses have been administered.

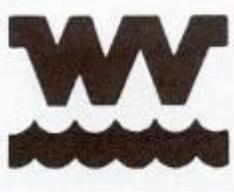
Stayed attentive to people and communities most underserved: We provided services and resources to people who are more likely to experience adverse health outcomes due to health inequities. For example, we provided vaccine at schools without access, shelters, meal and food distribution sites, farms, and more.

Supported student health and youth empowerment: According to the Vermont Youth Risk Behavior Survey, 66% of students in Chittenden County agree or strongly agree that they "believe they matter to people in their community." Regionally, efforts like mentoring and afterschool enrichment programs help to ensure youth feel valued and included.

Promoted health in all policies: Health is not just individual behaviors and access to care, it's also housing, transportation, food access, education, natural resources, and other social determinants of health. We worked with towns, schools, worksites, healthcare providers, and other community organizations to establish plans, policies, and programming that improve health and wellness. To achieve health, we must continue to work together to improve opportunities for health across all sectors and periods of our lives.

Provided WIC services and resources to families and children: Provided WIC nutrition education and support to 3,128 people between July 1, 2021 – June 31, 2022. WIC enables families to save on groceries so they can have more to spend on other things their family needs, empowers families with breastfeeding/chestfeeding support, and provides referrals to other health and nutrition services. Learn more at www.healthvermont.gov/wic.

Collaborated with Town Health Officers around environmental health: To help Vermonters better understand the relationship between their environment and their health, we worked with towns and other local partners to share information about lead, cyanobacteria (blue-green algae), food safety, drinking water, climate change, healthy homes, and healthy schools. Learn more at www.healthvermont.gov/environment.



Winooski Valley Park District

Ethan Allen Homestead
Burlington, Vermont 05408

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Winooski Valley Park District
Annual Report: July 1, 2020 – June 30, 2021

Nick Warner
Executive Director

WVDP's Parks

*Colchester Pond
Natural Area*

Delta Park

Derway Cove

*Derway Island
Nature Preserve*

Donohue Sea Caves

Essex Overlook Park

Ethan Allen Homestead

Heineberg Wetlands

Macrae Farm Park

Mayes Landing

Muddy Brook Park

*Muddy Brook
Wetland Reserve*

Old Mill Park

Riverwalk Trail

Salmon Hole Park

Winooski Gorge

*Wolcott Family
Natural Area*

Woodside Park

Valley Ridge

Respectfully Submitted to the Winooski City Council by:

Nick Warner - *Executive Director*
Tim Larned - *Parks Superintendent*
Lauren Chicote - *Operations Manager*
Erin Dupuis - *Winooski WVDP Trustee*

The Winooski Valley Park District's mission is to plan, acquire, and manage lands and waters within the boundaries of its member municipalities for purposes of conservation, preservation of natural areas, establishment of parks, and resource-based education and recreation.

WVDP's 1781-acre portfolio features over 13 miles of shoreline and offers 25 miles of trails across 19 parks in the lower Winooski River Valley. In Winooski, WVDP is a partner in maintaining Gilbrook Natural Area, Memorial Park and Casavant Natural Area and works closely with JFK Elementary School and multiple community volunteer groups.

The sharp increase in outdoor recreation that emerged during the COVID-19 pandemic continues, as has the demand for quality trails, infrastructure, and public access. In response, WVDP has enhanced management of its trail systems and water access points, is conducting multiple capital improvements, acquiring significant grant resources, working to expand its' park portfolio, and creating new revenue streams through facility leasing and contracted work.

In Winooski, WVDP works closely with City staff and community groups in the implementation of the City's Parks and Open Space Master Plan and performs contracted parks maintenance in Winooski Parks. This includes Gilbrook Natural Area, the development and upkeep of Memorial Park, and maintenance of trails at Casavant Park.

Financial Sustainability:

To maximize the investments made by member communities, WVDP uses several means to enhance revenues. It provides contracted park maintenance and trail construction services for a variety of non-profit and municipal clients, leverages resources and obtains grant and in-kind support for park acquisitions and major projects, while leasing buildings, farm fields, and a picnic shelter facility to generate revenues.

Volunteers from local schools and community organizations contribute hundreds of hours of labor annually to WVDP parks removing invasive plant species, picking up trash, assisting with programs and events, and repairing trails. WVDP continues to obtain new grants and sponsorships for future projects, acquisitions, and operations.



Activities for Residents and Tourists:

WVDP's 19 regional parks are all managed for permanent conservation and free public access. Featuring nature trails, scenic overlooks and wildlife viewing, hiking trails, picnic facilities, cross-country skiing and snowshoeing trails, canoe/kayak launches, fishing accesses, community and specialty gardens, and various forms of agriculture – the growing park system continues to serve the recreational needs of area residents and visitors.

Some partner organizations that have provided volunteer and/or in-kind services or have active

research projects underway include Seventh Generation, Burlington Forest Pre-School, Intervale Center, Lake Champlain Land Trust, Lake Champlain Committee, U.S. Fish and Wildlife, Vermont Fish and Wildlife, Winooski Natural Resource Conservation District, Williston and Essex Rotaries, and numerous school and business groups.

Programs at WVDP Parks:

Multiple school groups, local Colleges and Universities, and other conservation focused organizations utilize WVDP's parks regularly, which are also the focus of numerous collegiate and post-graduate studies. The Burlington Area Community Gardens, the Vermont Community Garden Network, The Janet S. Munt Family Room, and New Farms for New Americans lead educational gardening and sustainable agriculture programs at WVDP's Ethan Allen Homestead, where the Vermont Indigenous Heritage Center, Ethan Allen Homestead Museum, and Forest Preschool all operate as tenants and partners with WVDP. Working to expand these opportunities through building new partnerships and enhancing existing relationships is a continuing priority for WVDP.

More than ever, people need natural areas to stay in touch with the local landscapes that sustain them. In turn, natural areas need protection and management to assure people and wildlife can peacefully coexist. In an era of forest decline and water quality challenges, WVDP will continue to prioritize high value conservation properties for acquisition and management. Winooski's annual support makes it possible for thousands of Vermonters and tourists to explore our ecologically diverse system of natural areas embedded within the most developed county in Vermont. Thank You!





City of Winooski

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winooskivt.gov