



## **99th Annual Report**

Fiscal Year July 1, 2020 - June 30, 2021

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

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## **Strategic Vision Statement**

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.

## **Warning of the 99th Annual Winooski City Meeting**

The legal voters of Winooski are hereby warned and notified to meet at a remote City Meeting on Monday, February 28, 2022 at 6:00 o'clock in the evening to discuss Article Two, Article Three and Article Four, and to conduct an Informational hearing on Australian Ballot questions, and the meeting to be adjourned to reconvene at the Winooski Senior Center, 123 Barlow St., on Tuesday, March 1, 2022 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 Chapter 43, 51 and 55 of Title 17, Vermont Statutes Annotated. 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 2023 in the amount of Eight Million, Seven Hundred Fourteen Thousand, Eight Hundred Eighty-Five Dollars and Sixteen Cents. (\$8,714,885.16)? The amount to be raised from property taxes is Six Million, Three Hundred Thirteen Thousand, Six Hundred Eighty-Seven and Forty-Three Cents. (\$6,313,687.43).

### **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 general obligation bonds of the City of Winooski in an amount not to exceed One Million, Three Hundred Thousand Dollars (\$1,300,000) be issued for the acquisition and equipping of a Fire Truck and related capital improvements for the City's Fire Department?

Dated at Winooski, Vermont this 24th day of January 2022.

s/s Kristine Lott

Mayor Kristine Lott

s/s Bryn Oakleaf

Councilor Bryn Oakleaf

s/s Hal Colston

Councilor Hal Colston

s/s Mike Myers

Councilor Mike Myers

s/s James Duncan

Councilor James Duncan



## Dedication

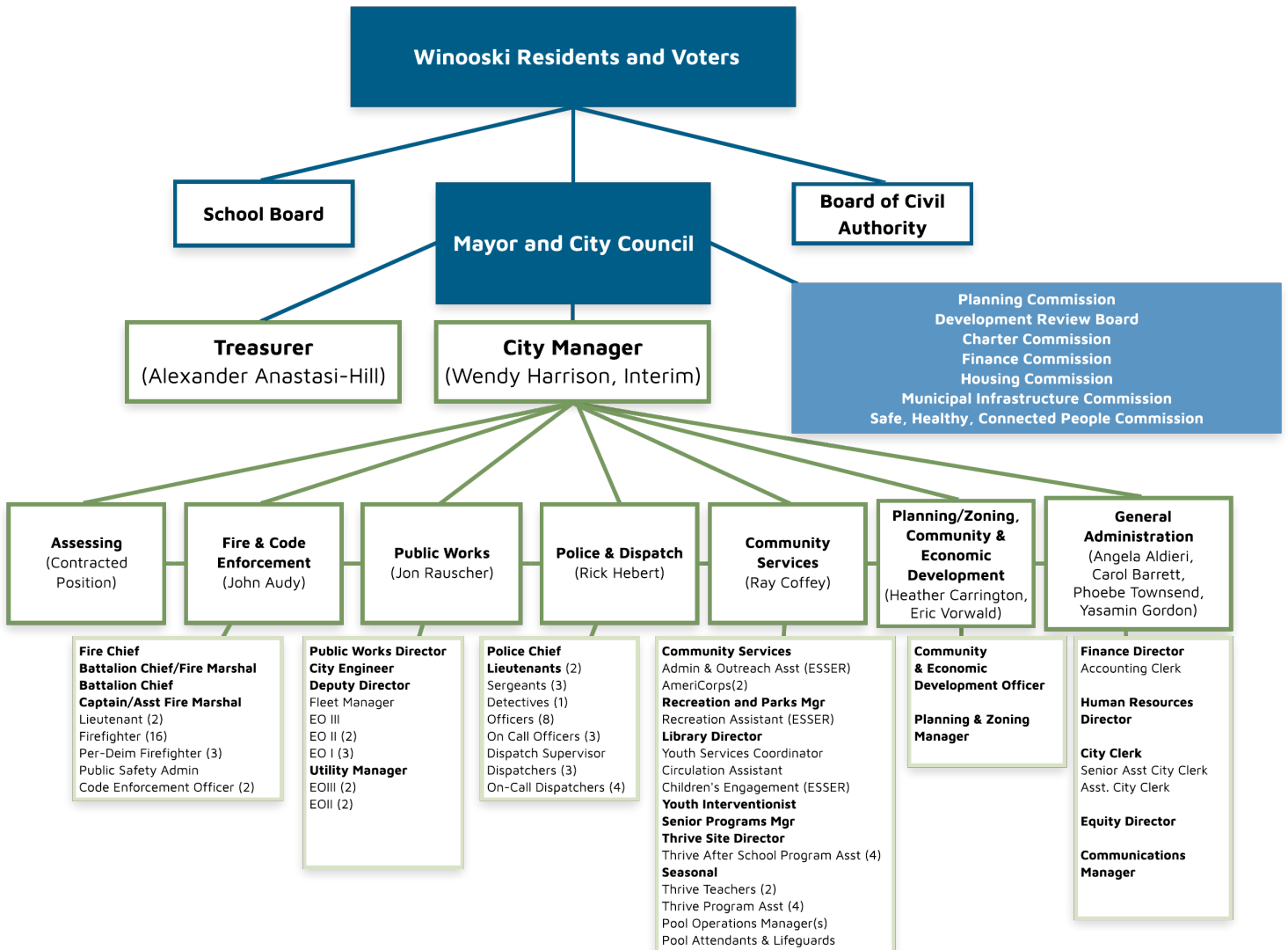
The City of Winooski proudly dedicates the 99th Annual Report to Carol J. Barrett for her 41 years of dedicated service as City Clerk! Carol has officially retired - leaving behind an inspirational legacy of making Winooski a better place. Carol was born and raised in Winooski and began working at City Hall in 1980, where she started as an Administrative Clerk at just 18 years old. Carol was promoted to Assistant City Clerk in 1982, serving 29 years until her official promotion to City Clerk in 2011. Most impressively, Carol Barrett is only the 6th City Clerk since the City was formed in 1922!

One of Carol's areas of expertise has been managing and maintaining the historical records vault at Winooski City Hall. On Monday, December 6th, 2021, Mayor Kristine Lott joined City Councilors and Staff to commemorate and officially change the vault's name to the "Carol J. Barrett Historical Records Vault". In addition to her amazing achievements in ensuring the accessibility and preservation of Winooski's records, Carol was also integral to the digitization of the entire land record of Winooski and spent many years focused on the restoration of documents and other important articles. We welcome community members to stop by and see the commemoration above the vault any time - residents will be reminded of Carol's amazing legacy of service for years to come.

In addition to this dedication, the City of Winooski has put together a special feature of Carol for our Legacy Campaign in celebration of the Centennial. To learn more about Carol's amazing career, visit [legacy.winooskivt.gov](https://legacy.winooskivt.gov).



# Organization Chart



## **City Officials**

### **City Council**

Mayor Kristine Lott  
Deputy Mayor Hal Colston  
Councilor Jim Duncan  
Councilor Mike Myers  
Councilor Bryn Oakleaf

### **Department Leadership**

Wendy Harrison, Interim City Manager  
Phoebe Townsend, Human Resources Director  
Jonathan Rauscher, Director of Public Works  
Angela Aldieri, Finance Director  
John Audy, Fire Chief  
Jenny Willingham, City Clerk  
Heather Carrington, Community & Economic Development Officer  
Ray Coffey, Community Services Director  
Yasamin Gordon, Equity Director  
Rick Hebert, Chief of Police  
Eric Vorwald, AICP, Planning and Zoning Manager

### **Vermont State Senators & Representatives**

Senator Thomas Chittenden (D)  
Senator Virginia "Ginny" Lyons (D)  
Senator Christopher A. Pearson (P/D)  
Senator Kesha Ram Hinsdale (D)  
Senator Michael Sirotkin (D)  
Representative Hal Colston (D)  
Representative Taylor Small (P/D)

### **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  
Green Mountain Transit Authority: Austin Davis, Ray Coffey (Alt)  
Town Meeting TV: Kevin Lumpkin  
Winooski Valley Parks District: Erin Dupuis  
Winooski Housing Authority: Diane Potvin, Patricia Raymond,  
Robert Arnell, Nicole Mace, Marnie Owen

**Board of Civil Authority**

Bridget Ahrens  
Steven Berbeco  
Arica Bronz  
Kelly Coffey  
George Cross  
Diana Gonzalez  
Jay Lambert  
Katherine Lowe  
William Norful  
Michael O'Brien  
Susan O'Brien  
Karen O'Hagan  
Katherine Picard  
Taylor Small  
Sally Tipson

**Development Review Board**

Eric Vorwald, AICP, Staff Liaison  
Kevin Lumpkin, Chair  
Matt Bacewicz, Vice Chair  
Harland Miller, Secretary  
Aaron Guyette  
David Weissberger  
Elsie Goodrich  
Kaitlin Hayes

**Finance Commission**

Angela Aldieri, Staff Liaison  
Mayor Kristine Lott, Council Liaison  
Jean Szilva, Chair  
Shelden Goodwin, Vice Chair  
Matthew Francis, Secretary  
Susan Eddy  
Maurice Matte  
Steven Berbeco (Alt)  
George Cross (Alt)

**Housing Commission**

Heather Carrington, Staff Liaison  
Jim Duncan, Council Liaison  
Robert Millar, Chair  
Anna Wageling, Secretary  
Leslie Black-Plumeau  
Jessica Bridge  
Jack Commo  
Katherine Decarreau  
Stevya Mukuzo

**Municipal Infrastructure Commission**

Jon Rauscher, Staff Liaison  
Bryn Oakleaf, Council Liaison  
Laura Dlugolecki, Chair  
Chris Page, Secretary  
Corey Mack  
Timur Tsutsuk  
Peter Wernsdorfer  
Jason Williams

**Planning Commission**

Eric Vorwald, AICP, Staff Liaison  
Mayor Kristine Lott, City Council Liaison  
Mike O'Brien, Chair  
Abby Bleything, Vice Chair  
Amy Houghton  
Joe Perron  
Sarah Van Ryckevorsel  
Tommie Murray  
Brendan Sage

**Safe, Healthy, Connected People Commission**

Staff Liaisons: Ray Coffey, Rick Hebert, John Audy  
Deputy Mayor Hal Colston, City Council Liaison  
Mary Hussmann, Chair  
Thomas Renner, Secretary  
Yam Basnet  
Courtney Blasius  
Meredith Bushey  
Andy Siki (Alt)  
Katherine Lowe (Alt)



## Mayor's Report

It is an honor to present to you my third annual report as Mayor of Winooski, especially as we approach the auspicious occasion of the City's Centennial on March 7, 2022. To learn more about how to celebrate, visit [legacy.winooskivt.gov](https://legacy.winooskivt.gov).

During the fiscal year, the world continued to experience the challenges caused by the COVID-19 pandemic and the structural issues it has uncovered. And while these challenges and issues continue to be disruptive to our way of life in Winooski, I am humbled by the resiliency of our residents, local businesses, and neighbors who continue to support each other during this difficult time. Our Leadership Team is focused on the critical needs of the community while staff continues to provide essential services despite ongoing supply chain issues and staffing shortages. I remain optimistic that Winooski will come out of this stronger than before.

Despite these challenges, the City Council and Staff continue our efforts to improve affordability, focus on equity initiatives, and evolve municipal services. We've made great progress on our community's vision!

We are preparing to support a whole new set of voters at Town Meeting Day with the implementation of All Resident Voting - where all legal residents, regardless of citizenship status, may vote in Winooski's municipal and school (local only) elections. Our new Equity Director is working with staff and a consultant team to conduct an equity audit of our policies so that we may increase community engagement with our residents.

We had a very successful re-opening season at the Myers Memorial Pool. Thanks to a federal relief funding program in partnership with the Winooski School District, our Community Services team was able to provide free swim lessons for almost 100 children and countless opportunities for all our residents to enjoy the new and improved facility.

Partnerships with the Champlain Housing Trust and Summit Properties will bring new, critically needed affordable housing units to Winooski while our Planning and Housing Commissions work on other ways to improve housing quality/affordability in Winooski. We're also reviewing Winooski's parking availability and management strategies, looking into a traffic calming policy, and climate-friendly transportation options for all.

I'd like to take this moment to thank our many board/commission/committee volunteers who continue to guide and support these initiatives. Your voices in the public process make Winooski an amazing place to live and serve the community.

There are some new areas of focus for the coming year that you should know about.

We have received \$2 million in federal funding for pandemic recovery and will be conducting a community survey this spring to get your thoughts on how we should prioritize these funds.

We are on track to pay off the downtown redevelopment debt from the 2000s, also known as the 'TIF District', which has been instrumental to the growth Winooski has experienced over the years. Once the debt is retired in 2024, new tax revenue growth will be available in our budget. Opportunities will be available for voters to weigh in on how they want these funds reallocated!

Finally, we are facing a state-mandated, city-wide reappraisal that is scheduled to begin this spring and end in 2024. Our City Assessor will lead this process, and there will be a lot of community engagement around the issue. 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 rates if your property value has gone up or down relative to the average home value in Winooski.

Voters will only see one large-scale item on the ballot this year - a bond vote to replace an old fire truck. As with all elections, we encourage you to get out and vote. We, your elected officials, are committed to focusing on existing voter-approved initiatives and working together to move forward our existing community vision in a way that is sustainable and equitable for the future.



Mayor Kristine Lott

## **City Manager's Report**

In accordance with the Winooski City Charter and on behalf of the City staff, I present the Fiscal Year 2021 (FY21) Annual Report and the proposed FY23 Municipal Budget for the City of Winooski. Following my report is a review of activities and projects by department for FY21 through FY23 that focus on the fulfillment of the Council's Strategic vision under the four areas of Economic Vitality, Municipal Infrastructure, Housing, and Safe Healthy Connected People.

### **FY21 (July 2020 - June 2021)**

Overall, we ended the year spending less than budgeted and receiving revenues more than budgeted, for a net increase of \$680,207 to the General Fund balance. The COVID-19 pandemic required continuous revisions to our processes and procedures and caused intermittent staff shortages. City staff adapted and adjusted as necessary as they:

- Opened the improved and enhanced Myers Memorial Pool to the community in June. Despite COVID delays, staff was able to complete the project under budget.
- Completed the majority of the Hickock Street project, which included replacing 100-year-old water pipes, adding new sidewalks, and replacing curbing pavement/old sidewalks. The total costs (still being finalized) are expected to be well below the bond amount.
- Secured a \$300,000 extremely competitive Working Communities Challenge grant and hired an Equity Director to fulfill the goals of the grant.

In May of 2021, City Manager Jessie Baker left to become the City Manager for South Burlington. She is still a Winooski resident. From May through October, Public Works Director Jon Rauscher and Human Resources Director Phoebe Townsend shared the Acting City Manager responsibilities. Since October, I have served as Acting City Manager while the City Council and a contracted professional search team conduct the recruitment process for hiring a new City Manager. The Council expects that a new Manager will start in March or April.

### **FY22 (July 2021 - June 2022)**

The COVID-19 pandemic persists through its third fiscal year with the Delta and Omicron variants. City staff, residents, and businesses continue to adapt and persevere. Remote meetings have become the norm and we are making good use of the partnerships we've established to serve our most vulnerable residents.

As part of a temporary mask mandate resolution adopted unanimously by the Council in December 2021, we provided masks and information to members of the community who might not be able to access them. Fortunately, the City received \$2.19 million in funding under ARPA (the American Rescue Plan Act) which covers these and other expenses. By the time you read this, community conversations regarding the best use of the ARPA funds will have begun and I encourage you to join in those conversations.

Long-time City Clerk Carol Barrett retired in December. The City is grateful for her 40+ years of caring service, as you saw in the dedication of this Annual Report. The new City Clerk, Jenny Willingham, worked side by side with Carol for a smooth transition. With the help of the Clerk staff, Jenny is preparing for the first All-Resident Voting election on March 1. Human Resources Director Phoebe Townsend resigned in December and we are currently searching for a new Director.

### **Town Meeting Day – Proposed FY23 Budget**

The proposed budget seeks to balance community priorities and basic needs while minimizing the financial impact on taxpayers. The total proposed General Fund budget for FY23 is \$8,714,885 (an increase of 6.11% from FY22). We estimate a minimal grand list increase of 0.8%, which would generate approximately \$48,760 in new property tax revenue.

Revenues: The amount to be raised by property taxes (\$6,313,687) is proposed to increase by 2.9%. This is less than the total budget increase of 6.1%, primarily because of two important revenue sources. The first is the voter-approved Local Option Tax which returned \$450,000 in FY21 and is expected to raise at least this amount in FY23. The other revenue source keeping property taxes in check this year is temporary federal grant funding of roughly \$211,000 from the Winooski School District to operate additional programs to alleviate pandemic impacts on students.

Expenses: The City is a service organization and the vast majority of our expenses are personnel costs. Most of the 6.1% increase to the budget is regular salary increases required by union contracts and extended to non-union staff, which also increases the cost of most benefits. The budget includes the planned annual 5% increase to the Capital Improvement Plan and increases to the Winooski Valley Parks District and Town Meeting TV. New this year is an increase in the support of Downtown Winooski of \$22,500 (funded as a percentage of the Local Option Tax), an unusually high 16% increase (or \$35,800) in our assessment from Green Mountain Transit service (see their Annual Report following), and increased costs of \$25,000 (partially offset by fees) to staff the pool as the YMCA will not be able to contract next summer. This budget will also fund the School Resource Officer as requested by the District.



In summary, this budget represents a projected tax rate increase of less than 3%, even with a 6.1% increase in the budget. For a home assessed at \$225,000, the projected FY23 municipal tax bill will be \$2,690.33, an increase of \$18.84 a quarter or \$75.38 for the year. The complete proposed FY23 budget is available on the City's website at [winooskivt.gov/fy23](http://winooskivt.gov/fy23) or available in hardcopy at Winooski City Hall.

Article 4 on the ballot would authorize the City to obtain a general obligation bond for up to \$1.3 million to pay for the replacement of the current 25-year-old 70' aerial fire truck with a new 100' ladder/tower truck. In addition to being able to safely reach higher and more distant locations, the new truck would be able to do more, allowing emergency calls to be effectively handled by fewer staff members. This in turn would enable the Fire Department to operate with two trucks instead of three without a reduction in level of service.

### **Thank You to a Great Team**

You should know that your Mayor and City Council, Staff, and Leadership Team work hard to keep the City of Winooski welcoming and affordable. Mayor Kristine Lott, Deputy Mayor Hal Colston, Councilor Jim Duncan, Councilor Mike Myers, and Councilor Bryn Oakleaf spend countless hours preparing for and attending Council and Commission meetings to benefit Winooski's residents and businesses.

I'd like to particularly thank the Leadership Team and acknowledge that they were again faced with evolving and challenging conditions. Their support of each other truly makes them a team: Angela Aldieri, Finance Director; John Audy, Fire Chief; Heather Carrington, Community and Economic Development Officer; Ray Coffey, Community Services Director; Rick Hebert, Police Chief; Yasamin Gordon, Equity Director; Jonathan Rauscher, Public Works Director; Paul Sarne, Communications Manager; Eric Vorwald, Planning and Zoning Manager; and Jenny Willingham, City Clerk. Special thanks to Angela Aldieri, Finance Director, whose professionalism, commitment, and attention to detail resulted in another spotless audit and a responsible budget proposal.

It has been my privilege to serve and to get to know the community of Winooski. Feel free to email me directly at [wharrison@winooskivt.gov](mailto:wharrison@winooskivt.gov) or call me at 802 655 6410 (office) or 802 829 6410 (mobile).



Wendy Harrison, Interim City Manager

## Proposed FY23 Budget Executive Summary

This Summary Budget presentation is a high-level view of staff's proposal for City operations and capital investment for Fiscal Year 23, July 1, 2022 to June 30, 2023. The Budget includes all funds of the City: General Fund, Enterprise (Water and Sewer), and Special Revenue Funds. For more detail and discussion, see the full presentation on our website: [winooski.vt.gov/fy23](http://winooski.vt.gov/fy23). The staff-proposed budget recommends a property tax rate increase of 2.88%, which would cost the owner of a property valued at \$225,000 an additional \$75.38 annually in property taxes.

The most significant challenge we faced in developing this budget (other than COVID) was to responsibly plan for a potentially large inflationary increase of 3 to 6%. The February CPI (Consumer Price Index) directly impacts staff costs, which comprise 62% of the operating budget and the Feb '22 CPI will not be published until after Town Meeting. We've used an estimate of 3.4% because that number is consistent with current projections and there are one-time sources of funding that could be used if the CPI is at the high end. We decided that this approach would be preferable to proposing a property tax rate higher than should be necessary.

	FY22	FY23 (Proposed)	Change from FY22
<b>General Fund Budget</b>	\$8,213,695	\$8,714,885	6.10%
<b>Taxes Raised</b>	\$6,085,223	\$6,313,687	3.75%
<b>Non-Property Tax Revenues</b>	\$2,128,472	\$2,401,197	12.81%
<b>Municipal Tax Rate</b>	1.1622	1.1957	
<b>% change</b>	1.42%	2.89%	
<b>Tax Bill for \$225,000 value</b>	\$2,614.95	\$2,690.33	
<b>Difference from last year</b>	\$36.67	\$75.38	
<b>Quarterly impact</b>	\$9.17	\$18.84	

### Utility Rates

Proposed water rates include a 4.5% rate increase from \$42.09 to \$43.98 per 1,000 cubic feet. The increased water cost to a typical household (assuming 2,200 CF per quarter usage) is \$16.67 per year.

Proposed sewer rates include a 4.5% rate increase from \$54.88 to \$57.35 per 1,000 cubic feet. The increase in cost for a typical household (assuming 2,200 CF per quarter usage) is \$21.73 per year.

## Estimated Impact of Budget Increase on Tax Rate

Current Tax Rate	\$1.1622	
Council Tax Rate Goal	1.5%-2.5% Increase	
Lower Tax Rate Increase	\$0.0174	
Upper Tax Rate Increase	\$0.0291	
FY22 Grand List	\$586,134,768	
FY22 TIF Grand List	\$79,239,800	
FY22 Billable Grand List	\$506,894,968	
Penny Raises	\$50,689.50 (in FY22)	
<b>Goal Expense Increase</b>	<b>\$147,278.33</b>	
Proposed Expense Increase	\$501,189.81	\$211,000 of proposed Revenue and Expenses are temporary ESSER contract funds received from the Winooski School District to provide Recreation programming.
Offsetting Revenue Increase	\$331,222.02	
<b>Proposed to Come from Taxes</b>	<b>\$169,967.79</b>	
Over/(Under)Goal	\$22,689.46	Council Approved additional \$22,500 to expense budget for contribution to Downtown Winooski 11/15/2021
<b>Estimated Tax Increase</b>	<b>\$0.0335</b>	
<b>Estimated % Increase</b>	<b>2.89%</b>	
<b>Estimated FY 22 Tax Rate</b>	<b>\$1.1957</b>	

## Impact To Taxpayer

Assessed Value	FY21 Tax Municipal Tax Bill	Estimated FY22 Municipal Tax Bill	Annual Increase
\$225,000	\$2,614.95	\$2,690.40	\$75.45
\$300,000	\$3,486.60	\$3,587.19	\$100.59

# **Administration**

## **Department Mission**

To provide staff support to the Mayor and City Council and leadership, coordination, and support to the operating departments to serve the residents and businesses of Winooski. Administration includes election administration, records management, recording and licensing, financial planning and management, human resources, equity oversight, and communications.

## **FY21 Key Outcomes and Accomplishments**

- Managed 2020 Federal, State, and Local Elections under COVID conditions
- Equity Director hired to manage activities of Working Communities Implementation Grant
- Adapted recruitment process to function remotely and successfully onboarded Public Works staff, Police Officers and Dispatchers, Library Director, Thrive staff, Parks and Community Gardens Manager, Youth Interventionist, Equity Director, Part-time Firefighters, Recreational Programs Manager
- Increased communications to ensure residents had access to COVID-19 updates
- Established Centennial Celebration Committee and initiated planning a series of events to celebrate Winooski's centennial; commenced implementing the Legacy Campaign highlighting Winooski's people, places, and traditions

## **FY22 Efforts and Accomplishments to Date**

- Implementing All-Resident Voting with March 2022 local election
- Work with firm to complete City Manager Search and prepare for onboarding in Spring of 2022
- Hired successor for retirement of long-time City Clerk
- Hired 23+ new staff members in 2021, including staff for Myers Pool and Community Services Programs expansion
- With Fire Chief, developed new position of Deputy Fire Chief/Fire Marshal
- Develop action plan from recommendations of Equity Audit to be received in Jan-Feb 2022
- Produced Legacy Campaign feature content and continued to plan for Centennial Celebration in March 2022
- Coordinated and managed Federal COVID funding, including CARES act funds in 2021. Plan for public input on effective use of American Rescue Plan Act (ARPA) funding in Spring of 2022



- Financial Assistance Policies updated and adopted (Grants, Scholarship, and Fundraising)
- Updating Personnel Policies and preparing for union negotiations in Spring of 2022

## **FY23 Goals and Initiatives**

- Continue implementation of Working Communities Challenge goals. Implement Equity Audit recommendations
- Continue onboarding of the new City Manager
- Focus on staff & leadership professional development and training (Equity and Inclusion)
- Coordinate the city-wide reappraisal
- Organize, digitize, and prioritize documentation to create additional space for land records
- Work with operating Departments to continuously improve services provided to residents and businesses

## **Community and Economic Development Planning and Zoning**

### **Department Mission**

To enhance and preserve an affordable, livable, and diverse community through community-based strategies to facilitate economic opportunity, build strong connected neighborhoods, and ensure a dynamic framework for quality growth and development.

### **FY21 Key Outcomes and Accomplishments**

- Secured \$1.4 million in grant funds for City of Winooski projects and initiatives
- Negotiated Development Agreements with Champlain Housing Trust for the Butternut Grove project at 32 Malletts Bay Avenue to create 20 new affordable homeownership opportunities
- Continue participation in the BTV's planning for a Noise Compatibility Program
- Secured \$300,000 WCC Implementation Grant and \$22,000 Municipal Planning Grant for Equity Audit
- City Council adoption of multiple sections of updated Land Use and Development Regulations
- Continued processing permit applications through the COVID-19 Pandemic to ensure development could occur

- Completed 4 year downtown designation check-in with state, and initiated expansion discussion
- Completed historic preservation planning study and drafted bylaws
- Initiated work on a parking inventory, analysis, and management plan
- Completed and executed MOU with Opportunities Credit Union for servicing Housing Trust Fund
- Updated the Development Regulations related to accessory dwelling units

## **FY22 Accomplishments to Date and Work in Progress**

- Initiated Housing Commission discussion to evaluate Housing quality in Winooski (health and safety)
- Working with community partners on a comprehensive solution for tenancy at the O'Brien Community Center
- Completed fee-in-lieu for street space amenities and began collecting fees for future canopy improvements
- Negotiated framework for Settlement Agreement for redevelopment of 17 Abenaki Way, negotiations ongoing
- Identified potential funding streams for the Housing Trust Fund
- Issued RFP for wayfinding sign-fabrication

## **FY23 Goals**

- Facilitate consultant work on Housing Equity Plan (if funded) and implement resulting plan
- Continue work to increase accessibility in land use application and development processes
- Support business community in reopening and recovering from economic impacts of COVID-19
- Plan for TIF (Tax Increment Financing) Retirement
- Work on processes and policies to take records on-line in conjunction with anticipated City-wide reappraisal
- Complete Parking Inventory, Analysis, and Management Plan and update policies and regulations accordingly
- Review land use regulations to identify ways to encourage development of housing with multiple bedrooms
- Seek Regional Planning Commission funding to develop a bicycle and pedestrian master plan
- Work with Downtown Winooski and business community to develop approach to itinerant vendors and make recommendations for changes to City Ordinance

# Community Services

## Department Mission

Creating a Winooski where all community members are meaningfully engaged and connected to enriching, high-quality services that meet resident-identified needs.

## FY21 Key Outcomes and Accomplishments

- Thrive Summer was one of the first school-aged programs in our community to resume operations in June 2020 - enrollment returned to (and exceeded) pre-pandemic levels
- Throughout the COVID-19 shutdown, the library maintained curbside service - circulation of digital materials increased by 46% over FY20, and has stayed at that level even with the library reopening to in-person in June 2021
- The Senior Center provided critical services throughout COVID-19; daily meal deliveries grew over 70%
- We became an active leader in the statewide and local COVID-19 response, facilitating the weekly “Winooski Huddle” and actively participating in the Vermont Multilingual Coronavirus Task Force
- The newly-renovated Myers Memorial Pool opened in June 2020 after five years of being closed
- Staff secured close to \$400,000 in outside funding to support programming and services to residents

## FY22 Accomplishments to Date

- Secured funding through the Growing Urban Forests Program to replace eight Ash trees in the downtown
- Successful Halloween in Winooski (in partnership with Downtown Winooski), 1000 pumpkins lit up Rotary Park
- Director continues to facilitate Winooski COVID Huddle and serve on the Vermont Multilingual Coronavirus Task Force
- Myers Pool 2021 summer season usage and pass sales exceeded expectations
- Through the ESSER funds contract with the School District, offered free programs for youth including 254 individuals served, 675 enrollments, 80 unique programs and 98 Winooski youth enrolled in free swim lessons
- Increased attendance and circulation at the Library, while digital circulation remains high

## **FY23 Goals**

- Continue active role in the State and local efforts around COVID-19 recovery, as well as other public health issues
- Support City-wide efforts around diversity, equity, and inclusion initiatives, including All-Resident Voting
- Continue to implement recommendations from the Parks and Open Space Master Plan, including design of West Allen Park
- Operate another successful season at the Myers Memorial Pool
- Sustain expanded recreational programming and engage in a community process to assess need/interest for new or expanded programming
- Continue to grow the Winooski Memorial Library as a hub for community resources and services beyond traditional literacy-related services
- Continue efforts to expand pre-school and childcare options for Winooski residents, including exploring options to grow the Thrive Program, with a particular focus on expanding enrollment in Thrive Summer

## **Fire Prevention and Code Enforcement**

### **Department Mission**

To 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. Ensure the quality of rental housing through the rental inspection program and the quality of new and renovated structures through building permits.

### **FY21 Key Outcomes and Accomplishments**

- Responded to 296 Fire calls (down from 387 previous year)
- Issued 214 building permits (up from 189)
- Inspected 1118 residential units (Impacted by COVID-19) (up from 569)
- Inspected 9 commercial units (suspended during COVID-19) (down from 39)
- Conducted 186 construction site visits (up from 89)
- Responded to 54 property/rental complaints (up from 51)



## **FY22 Accomplishments and Work in Progress**

- Added parking spaces at Millhouse Apartments (former Peking Duck restaurant site) and implemented new parking software
- On-boarded six new part-time, On-call Firefighters to fill vacancies
- Resume commercial inspections during FY22
- Working with St. Michaels Fire and Rescue to secure services
- On-boarded new software to support life safety and health inspections (ESO, a complete records management system that will further support Community Risk Reduction efforts)
- Assisting Housing Commission, recommending several priority strategies based on department data and staff experience with housing through inspection program

## **FY23 Goals**

- Secure Memorandum of Understanding with St. Michael's Fire and Rescue to sustain appropriate level of emergency response
- Draft plan to conduct Plans Review locally (rather than State) to improve level of service to community and keep revenue local
- Use data from Equity Audit and Housing Commission to implement updated standards and regulations and build out equity within the program
- Research and identify financing options for ladder/tower truck replacement
- Support Burlington Lead program outreach and referrals
- Finalize All Hazard Mitigation Plan with Regional Planning Council

## **Police and Dispatch**

### **Department Mission**

To provide the community and visitors with the highest quality of law enforcement services. We continually strive to improve the public's perception of community safety through eradication of criminal activity and any conditions that have a detrimental impact on public safety.

## **FY21 Key Outcomes and Accomplishments**

- Responded to 6787 calls for service
- Community Outreach Team had 646 contacts, 23% of total contacts by the team countywide, up from 346 in FY20
- Certified two new instructors (three total on staff) in ICAT De-Escalation use of force training
- 22 Community Outreach Events
- Assisted COVID-19 Vaccination sites and Winooski School District lunch pickups
- Responded to 624 Public Assists (596 in FY20), 281 Welfare Checks (218 in FY20), and 339 Mental Health Issues (191 in FY20)

## **FY22 Ongoing**

- Continue discussion and analysis of Regional Dispatch - if City pursues implementation, partner with CCPSA on implementation
- Adopted statewide Use of Force and Body Worn Camera Policies - all officers attended Fair and Impartial Policing training update
- Prioritizing Community Policing including Mental Health Calls, Welfare Checks and Public Assists provided throughout the pandemic - these three call types continue to average 20% of all call volume
- Community Outreach Team continued to ensure that residents were connected to services at the most appropriate level, especially during the pandemic - contacts were up from 346 FY20 to 646 in FY21
- Diversified our workforce - hired three officers from the BIPOC community
- School Resource Officer continues to offer D.A.R.E. Training and to participate in ongoing community discussions on policing and the SRO position at the school

## **FY23 Goals**

- Prepare for anticipated retirements in FY23 and FY24 through professional development, recruitment and retention - adapt Succession Planning to national public safety staffing shortage
- Further diversify our workforce - continue efforts to recruit and hire employees to better represent the community we serve
- Continue to discuss and evaluate the School Resource Officer position with the Winooski School District and work with a new model going forward

## **Public Works**

### **Department Mission**

To plan, design, build, maintain, and operate public infrastructure and systems in a manner that protects the public, respects the environment, and adequately preserves these assets for succeeding generations.

### **FY21 Key Outcomes and Accomplishments**

- Completed the Hickok Street roadway reconstruction project
- Received a grant to support drafting a city-wide traffic calming manual
- Completed the framework for a potential Transportation Impact Fee
- Completed a city-wide stormwater Phosphorus Control Plan
- Completed the Hickok Street sewer rehabilitation work
- Implemented an industrial wastewater user rate structure
- Supported the first season of operations for the renovated Myers Memorial Pool
- Main Street Revitalization Project – progressed the preconstruction phase scope of work, continued stakeholder and agency coordination to further develop the project towards construction

### **FY22 Accomplishments to Date and Work in Progress**

- Initiated Traffic Calming Manual preparation
- Progressed Main Street Revitalization project to 90% plans - working with owners along the corridor for temporary and permanent easements
- City Energy Goals work plan
- Capital Planning public outreach for joint Finance, Municipal Infrastructure, and Safe/Healthy/Connected People Commission meeting

### **FY23 Goals**

- Begin construction on Main Street Revitalization Project
- Corridor scoping study for Lafountain and Dion Streets underground utility work
- Investigate funding for future replacement of Winooski-Burlington Bridge
- Review funding for proposed Hood's Crossing traffic signal
- Update the watermain masterplan and 20-year wastewater plant engineering evaluation
- Preliminary design for priority stormwater treatment to address phosphorus
- Perform phase 2 of existing stormwater system inventory and conditions

**General Fund - FY23 Proposed Budget**

	FY21 Budget	FY21 Actual	FY22 Budget	FY22 YTD	FY22 Projected Year End	FY23 Proposed Budget (Council)
<b>Revenues</b>						
Property Taxes & PILOT	\$ 6,378,538.04	\$ 6,481,754.96	\$ 6,570,823.26	\$ 6,099,292.03	\$ 6,647,539.10	\$ 6,864,787.43
Charges for Services	\$ 116,000.00	\$ 196,792.66	\$ 266,527.50	\$ 24,314.18	\$ 261,527.50	\$ 329,700.00
Investment Income	\$ 19,000.00	\$ 4,559.12	\$ 3,200.00	\$ -	\$ 3,200.00	\$ 4,500.00
Intergovernmental	\$ 485,626.92	\$ 511,109.66	\$ 557,862.63	\$ -	\$ 557,862.63	\$ 481,625.00
Fees, Fines & Forfeits	\$ 171,500.00	\$ 181,416.72	\$ 162,750.00	\$ 21,105.00	\$ 188,543.60	\$ 180,750.00
Licenses & Permits	\$ 18,200.00	\$ 28,169.50	\$ 21,700.00	\$ 3,120.00	\$ 21,700.00	\$ 23,000.00
Other	\$ 159,219.00	\$ 440,046.96	\$ 347,619.00	\$ 28,696.87	\$ 485,619.00	\$ 533,419.00
Community Center	\$ 279,064.66	\$ 281,443.37	\$ 283,212.96	\$ 56,350.45	\$ 218,042.08	\$ 297,103.73
<b>TOTAL REVENUE</b>	<b>\$ 7,627,148.62</b>	<b>\$ 8,125,292.95</b>	<b>\$ 8,213,695.35</b>	<b>\$ 6,232,878.53</b>	<b>\$ 8,384,033.91</b>	<b>\$ 8,714,885.16</b>
<b>General Administration</b>						
Salaries	\$ 495,295.69	\$ 502,962.76	\$ 578,760.56	\$ 67,596.51	\$ 577,834.32	\$ 599,364.21
Benefits	\$ 225,050.44	\$ 209,957.26	\$ 267,935.83	\$ 75,753.04	\$ 268,079.39	\$ 270,823.03
Office/General Supplies	\$ 47,760.00	\$ 50,347.79	\$ 49,960.00	\$ 9,994.29	\$ 49,960.00	\$ 47,960.00
Specialty Supplies	\$ 9,500.00	\$ 10,747.33	\$ 6,500.00	\$ 3,184.02	\$ 6,500.00	\$ 17,000.00
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ 487,892.00	\$ 456,100.39	\$ 572,423.00	\$ 52,100.59	\$ 572,423.00	\$ 500,800.00
Vehicles & Equip. Maint	\$ 2,400.00	\$ 1,700.35	\$ 2,400.00	\$ 119.00	\$ 2,400.00	\$ 2,400.00
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ 15,600.00	\$ 114,944.51	\$ 17,800.00	\$ 570.42	\$ 17,800.00	\$ 16,800.00
	\$ 1,283,498.13	\$ 1,346,760.39	\$ 1,495,779.39	\$ 209,317.87	\$ 1,494,996.71	\$ 1,455,147.24
<b>Regulation &amp; Code Enforcement</b>						
Salaries	\$ 215,589.32	\$ 208,181.36	\$ 221,447.18	\$ 41,116.85	\$ 221,447.18	\$ 269,811.91
Benefits	\$ 110,751.83	\$ 150,944.91	\$ 135,120.39	\$ 19,039.38	\$ 135,120.39	\$ 153,382.23
Office/General Supplies	\$ 6,950.00	\$ 9,399.08	\$ 7,800.00	\$ 830.16	\$ 7,800.00	\$ 7,800.00
Specialty Supplies	\$ 1,500.00	\$ 19.25	\$ -	\$ -	\$ -	\$ -
Utilities	\$ 4,350.00	\$ 2,428.43	\$ 2,500.00	\$ 275.26	\$ 2,500.00	\$ 2,500.00
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ 28,800.00	\$ 37,579.44	\$ 28,800.00	\$ 9,667.27	\$ 28,800.00	\$ 28,800.00
Vehicles & Equip. Maint	\$ 59,700.00	\$ 54,200.29	\$ 66,800.00	\$ 5,406.58	\$ 66,800.00	\$ 66,800.00
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 427,641.15	\$ 462,752.76	\$ 462,467.57	\$ 76,335.50	\$ 462,467.57	\$ 529,094.14
<b>Police Programs</b>						
Salaries	\$ 1,556,648.72	\$ 1,618,549.71	\$ 1,624,949.11	\$ 206,975.09	\$ 1,624,949.11	\$ 1,727,641.27
Benefits	\$ 810,590.73	\$ 728,872.36	\$ 854,975.48	\$ 85,258.23	\$ 854,975.48	\$ 858,614.64
Office/General Supplies	\$ 23,550.00	\$ 13,822.85	\$ 23,550.00	\$ 977.95	\$ 23,550.00	\$ 18,050.00
Specialty Supplies	\$ 8,000.00	\$ 9,386.72	\$ 8,000.00	\$ -	\$ 8,000.00	\$ 8,000.00
Utilities	\$ 24,000.00	\$ 13,979.68	\$ 24,000.00	\$ 1,290.24	\$ 24,000.00	\$ 19,000.00
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ 80,437.20	\$ 84,855.63	\$ 80,600.00	\$ 43,888.38	\$ 117,266.00	\$ 74,600.00
Vehicles & Equip. Maint	\$ 32,400.00	\$ 25,145.33	\$ 32,400.00	\$ 1,475.35	\$ 32,400.00	\$ 27,000.00
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 2,535,626.65	\$ 2,494,612.28	\$ 2,648,474.59	\$ 339,865.24	\$ 2,685,140.59	\$ 2,732,905.91

**General Fund - FY23 Proposed Budget**

	FY21 Budget	FY21 Actual	FY22 Budget	FY22 YTD	FY22 Projected Year End	FY23 Proposed Budget (Council)
<b>Public Works</b>						
Salaries	\$ 471,460.00	\$ 461,521.13	\$ 488,994.31	\$ 58,019.68	\$ 499,840.51	\$ 508,297.72
Benefits	\$ 251,768.30	\$ 220,915.58	\$ 265,979.39	\$ 24,341.74	\$ 265,979.39	\$ 264,137.32
Office/General Supplies	\$ 15,474.00	\$ 19,633.45	\$ 17,690.00	\$ 1,788.76	\$ 17,784.93	\$ 18,460.00
Specialty Supplies	\$ 148,700.00	\$ 91,192.96	\$ 133,240.00	\$ 8,372.34	\$ 133,240.00	\$ 118,900.00
Utilities	\$ 125,125.00	\$ 126,245.91	\$ 125,500.60	\$ 5,478.77	\$ 125,500.60	\$ 132,100.00
Buildings	\$ 75,750.84	\$ 84,326.15	\$ 71,710.44	\$ 10,403.70	\$ 79,210.44	\$ 66,500.00
Contracts/Prof. Services	\$ 40,478.00	\$ 36,733.96	\$ 36,970.00	\$ 3,769.00	\$ 36,970.00	\$ 43,970.00
Vehicles & Equip. Maint	\$ 66,050.00	\$ 93,869.57	\$ 70,830.00	\$ 6,747.45	\$ 70,830.00	\$ 67,320.00
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 1,194,806.14	\$ 1,134,438.71	\$ 1,210,914.74	\$ 118,921.44	\$ 1,229,355.87	\$ 1,219,685.04
<b>Community Center</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office/General Supplies	\$ 6,100.00	\$ 3,758.95	\$ 5,510.00	\$ 271.82	\$ 5,510.00	\$ 4,800.00
Specialty Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ 40,550.00	\$ 40,266.66	\$ 39,640.00	\$ 3,224.32	\$ 39,640.00	\$ 40,850.00
Buildings	\$ 24,280.00	\$ 31,379.92	\$ 23,000.00	\$ 5,241.46	\$ 23,000.00	\$ 32,800.00
Contracts/Prof. Services	\$ 45,220.00	\$ 34,832.37	\$ 44,930.00	\$ 2,915.77	\$ 44,930.00	\$ 35,100.00
Vehicles & Equip. Maint	\$ -	\$ 953.17	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ 153,214.26	\$ 153,214.26	\$ 153,540.70	\$ -	\$ 153,540.70	\$ 148,831.73
Misc.	\$ 31,850.00	\$ 33,424.13	\$ 33,900.00	\$ -	\$ 33,900.00	\$ 34,722.00
	\$ 301,214.26	\$ 297,829.46	\$ 300,520.70	\$ 11,653.37	\$ 300,520.70	\$ 297,103.73
<b>Community Services</b>						
Salaries	\$ 355,229.89	\$ 290,691.97	\$ 466,094.16	\$ 98,433.85	\$ 525,995.45	\$ 725,272.57
Benefits	\$ 141,288.86	\$ 110,060.29	\$ 178,029.78	\$ 23,632.66	\$ 181,901.42	\$ 245,866.23
Office/General Supplies	\$ 10,993.00	\$ 15,626.62	\$ 11,660.00	\$ 3,499.70	\$ 14,765.03	\$ 21,715.00
Specialty Supplies	\$ 34,200.00	\$ 33,334.46	\$ 42,424.00	\$ 2,975.09	\$ 42,424.00	\$ 72,200.00
Utilities	\$ 15,541.74	\$ 13,871.32	\$ 15,967.41	\$ 823.88	\$ 15,967.41	\$ 15,700.00
Buildings	\$ 3,900.00	\$ 5,956.97	\$ 3,978.00	\$ 1,109.79	\$ 3,978.00	\$ 2,500.00
Contracts/Prof. Services	\$ 77,795.00	\$ 37,880.27	\$ 101,845.00	\$ 22,495.46	\$ 102,845.00	\$ 53,000.00
Vehicles & Equip. Maint	\$ 8,100.00	\$ 13,382.87	\$ 12,600.00	\$ 19,106.43	\$ 29,600.00	\$ 9,600.00
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ -	\$ 911.88	\$ 1,080.00	\$ 224.84	\$ 1,304.84	\$ 2,200.00
	\$ 647,048.49	\$ 521,716.65	\$ 833,678.35	\$ 172,301.70	\$ 918,781.15	\$ 1,148,053.80
<b>Contracts and Dues (Regional Programs)</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office/General Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Specialty Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ 220,200.00	\$ 239,054.06	\$ 221,119.00	\$ 68,220.00	\$ 223,523.00	\$ 262,395.30
Vehicles & Equip. Maint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ 36,000.00	\$ 35,219.23	\$ 37,000.00	\$ -	\$ 37,000.00	\$ 43,000.00
	\$ 256,200.00	\$ 274,273.29	\$ 258,119.00	\$ 68,220.00	\$ 260,523.00	\$ 305,395.30

**General Fund - FY23 Proposed Budget**

	FY21 Budget	FY21 Actual	FY22 Budget	FY22 YTD	FY22 Projected Year End	FY23 Proposed Budget (Council)
<b>Capital</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office/General Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Specialty Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles & Equip. Maint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ 981,113.80	\$ 981,113.80	\$ 1,003,741.01	\$ -	\$ 1,003,741.01	\$ 1,027,500.00
	\$ 981,113.80	\$ 981,113.80	\$ 1,003,741.01	\$ -	\$ 1,003,741.01	\$ 1,027,500.00
<b>TOTAL EXPENSES</b>	<b>\$ 7,627,148.62</b>	<b>\$ 7,513,497.34</b>	<b>\$ 8,213,695.35</b>	<b>\$ 996,615.12</b>	<b>\$ 8,355,526.59</b>	<b>\$ 8,714,885.16</b>
<b>REVENUES - EXPENSES</b>	<b>\$ -</b>	<b>\$ 611,795.61</b>	<b>\$ -</b>	<b>\$ 5,236,263.41</b>	<b>\$ 28,507.32</b>	<b>\$ (0.00)</b>
Beginning Fund Balance	\$ 1,173,808.20	\$ 1,173,808.20	\$ 1,785,603.81		\$ 1,785,603.81	\$ 1,108,838.23
Estimated Year End Fund Balance	\$ 1,173,808.20	\$ 1,785,603.81	\$ 1,785,603.81		\$ 1,814,111.13	\$ 1,108,838.23
		\$ 1,785,603.81				
30 days Cash on Hand	\$ 626,888.93	\$ 675,098.25	\$ 675,098.25		\$ 686,755.61	\$ 716,291.93
Assigned/Restricted Balances	\$ -	\$ 57,986.91				
Unassigned Fund Balance	\$ 546,919.27	\$ 1,052,518.65	\$ 1,110,505.56		\$ 1,127,355.51	\$ 392,546.30
		\$ 1,052,518.65				
<b>Totals</b>						
Salaries			\$ 3,380,245.32			\$ 3,830,387.68
Benefits			\$ 1,702,040.87			\$ 1,792,823.45
Office/General Supplies			\$ 116,170.00			\$ 118,785.00
Specialty Supplies			\$ 190,164.00			\$ 216,100.00
Utilities			\$ 207,608.01			\$ 210,150.00
Buildings			\$ 98,688.44			\$ 101,800.00
Contracts/Prof. Services			\$ 1,086,687.00			\$ 998,665.30
Vehicles & Equip. Maint			\$ 185,030.00			\$ 173,120.00
Debt Service			\$ 153,540.70			\$ 148,831.73
Misc.			\$ 1,093,521.01			\$ 1,124,222.00
			\$ 8,213,695.35			\$ 8,714,885.16

**Water Fund - FY22 Proposed Budget**

Account	FY21 Budget	FY21 Actual	FY22 Budget	FY22 YTD	FY22 Projected Year End	FY23 Proposed Budget (Dept.)
<b>REVENUES</b>						
Property Taxes & PILOT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 820,231.00	\$ 888,223.04	\$ 886,835.27	\$ 218,825.38	\$ 886,835.27	\$ 962,549.50
Investment Income	\$ 6,000.00	\$ 157.08	\$ 200.00	\$ 7.23	\$ 200.00	\$ 200.00
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fees, Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ 390,626.89	\$ -	\$ 33,703.76	\$ 41,657.71	\$ -
Community Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 826,231.00</b>	<b>\$ 1,279,007.01</b>	<b>\$ 887,035.27</b>	<b>\$ 252,536.37</b>	<b>\$ 928,692.98</b>	<b>\$ 962,749.50</b>
<b>OPERATING EXPENSES</b>						
Salaries	\$ 184,030.96	\$ 199,477.96	\$ 189,189.38	\$ 30,748.21	\$ 216,883.92	\$ 197,354.59
Benefits	\$ 94,497.37	\$ 103,596.24	\$ 95,166.56	\$ 13,075.43	\$ 95,166.56	\$ 93,879.06
Office/General Supplies	\$ 2,500.00	\$ 4,612.51	\$ 1,560.00	\$ 129.90	\$ 1,560.00	\$ 2,569.55
Specialty Supplies	\$ 452,500.00	\$ 475,520.31	\$ 469,880.00	\$ 102,967.55	\$ 603,751.28	\$ 510,800.00
Utilities	\$ 7,500.00	\$ 6,345.94	\$ 6,320.00	\$ 1,016.53	\$ 6,931.46	\$ 6,700.00
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ 31,625.00	\$ 34,073.15	\$ 38,100.00	\$ 1,625.00	\$ 38,100.00	\$ 53,100.00
Vehicles & Equip. Maint	\$ 6,000.00	\$ 6,757.29	\$ 4,070.00	\$ 187.48	\$ 4,070.00	\$ 5,900.00
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ 37,637.32	\$ 33,074.62	\$ 37,637.32	\$ -	\$ 37,637.30	\$ 33,000.00
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 816,290.65</b>	<b>\$ 863,458.02</b>	<b>\$ 841,923.26</b>	<b>\$ 149,750.10</b>	<b>\$ 1,004,100.52</b>	<b>\$ 903,303.20</b>
<b>EXCESS REVENUES OVER OPERATING</b>	<b>\$ 9,940.35</b>	<b>\$ 415,548.99</b>	<b>\$ 45,112.01</b>	<b>\$ 102,786.27</b>	<b>\$ (75,407.54)</b>	<b>\$ 59,446.30</b>
<b>CAPITAL EXPENSES</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office/General Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Specialty Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles & Equip. Maint	\$ 24,318.00	\$ -	\$ -	\$ 7,953.95	\$ 7,953.95	\$ -
Debt Service	\$ 70,937.53	\$ 23,907.76	\$ 70,054.04	\$ 6,220.26	\$ 70,054.04	\$ 67,115.76
Misc.	\$ -	\$ 146,761.08	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$ 95,255.53</b>	<b>\$ 170,668.84</b>	<b>\$ 70,054.04</b>	<b>\$ 14,174.21</b>	<b>\$ 78,007.99</b>	<b>\$ 67,115.76</b>
<b>Total Expenses</b>	<b>\$ 911,546.18</b>	<b>\$ 1,034,126.86</b>	<b>\$ 911,977.30</b>	<b>\$ 163,924.31</b>	<b>\$ 1,082,108.51</b>	<b>\$ 970,418.96</b>
<b>CONTRIBUTION/(USE) OF FUND BALANCE</b>	<b>\$ (85,315.18)</b>	<b>\$ 244,880.15</b>	<b>\$ (24,942.03)</b>	<b>\$ 88,612.06</b>	<b>\$ (153,415.53)</b>	<b>\$ (7,669.46)</b>
<b>Reserves</b>						
Change in Retained Earnings PPE	\$ -	\$ (127,142.25)	\$ -	\$ -	\$ -	\$ -
Previous Year Fund Balance	\$ 554,165.94	\$ 554,165.94	\$ 671,903.84	\$ 671,903.84	\$ 671,903.84	\$ 518,488.31
Ending Reserves	\$ 468,850.76	\$ 671,903.84	\$ 646,961.81	\$ 760,515.90	\$ 518,488.31	\$ 510,818.85
<b>Operating</b>	<b>\$ 67,092.38</b>	<b>\$ 70,969.15</b>	<b>\$ 69,199.17</b>		<b>\$ 82,528.81</b>	<b>\$ 74,244.10</b>
<b>Capital</b>	<b>\$ 401,758.38</b>	<b>\$ 600,934.69</b>	<b>\$ 577,762.64</b>		<b>\$ 435,959.50</b>	<b>\$ 436,574.75</b>

Wastewater Fund - FY23 Proposed Budget

Account	FY21 Budget	FY21 Actual	FY22 Budget	FY22 YTD	FY22 Projected Year End	FY23 Proposed Budget (Dept.)
<b>REVENUES</b>						
Property Taxes & PILOT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 1,057,010.24	\$ 1,315,005.84	\$ 1,144,290.83	\$ 312,779.32	\$ 1,183,492.44	\$ 1,241,374.74
Investment Income	\$ 8,000.00	\$ 605.84	\$ 240.00	\$ -	\$ 240.00	\$ 600.00
Intergovernmental	\$ -	\$ 20,320.00	\$ -	\$ -	\$ -	\$ -
Fees, Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ 56,349.35	\$ -	\$ -	\$ 28,544.68	\$ -
Community Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 1,065,010.24</b>	<b>\$ 1,392,281.03</b>	<b>\$ 1,144,530.83</b>	<b>\$ 312,779.32</b>	<b>\$ 1,212,277.12</b>	<b>\$ 1,241,974.74</b>
<b>OPERATING EXPENSES</b>						
Salaries	\$ 359,596.44	\$ 351,196.58	\$ 371,518.96	\$ 51,411.41	\$ 365,825.03	\$ 385,990.90
Benefits	\$ 195,024.86	\$ 198,969.31	\$ 202,247.63	\$ 22,100.22	\$ 202,187.63	\$ 200,637.98
Office/General Supplies	\$ 5,000.00	\$ 4,060.22	\$ 5,010.00	\$ 393.31	\$ 5,010.00	\$ 4,750.00
Specialty Supplies	\$ 183,037.65	\$ 207,579.44	\$ 185,890.00	\$ 4,561.62	\$ 185,890.00	\$ 202,600.00
Utilities	\$ 67,700.00	\$ 61,765.63	\$ 67,410.00	\$ 5,416.40	\$ 65,410.00	\$ 61,830.00
Buildings	\$ 8,400.00	\$ 856.84	\$ 760.00	\$ 85.00	\$ 760.00	\$ 600.00
Contracts/Prof. Services	\$ 67,400.00	\$ 54,016.50	\$ 35,400.00	\$ 5,010.00	\$ 36,440.00	\$ 111,000.00
Vehicles & Equip. Maint	\$ 26,000.00	\$ 25,490.90	\$ 12,870.00	\$ 231.53	\$ 12,870.00	\$ 19,900.00
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ 61,290.41	\$ 62,899.21	\$ 61,289.60	\$ -	\$ 61,289.60	\$ 62,700.00
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 973,449.36</b>	<b>\$ 966,834.63</b>	<b>\$ 942,396.19</b>	<b>\$ 89,209.49</b>	<b>\$ 935,682.26</b>	<b>\$ 1,050,008.88</b>
<b>EXCESS REVENUES OVER OPERATING</b>	<b>\$ 91,560.88</b>	<b>\$ 425,446.40</b>	<b>\$ 202,134.64</b>	<b>\$ 223,569.83</b>	<b>\$ 276,594.86</b>	<b>\$ 191,965.86</b>
<b>CAPITAL EXPENSES</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office/General Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Specialty Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,813.82
Contracts/Prof. Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles & Equip. Maint	\$ 49,318.00	\$ 179.27	\$ 250.00	\$ 28,544.68	\$ 28,794.68	\$ -
Debt Service	\$ 169,701.26	\$ 16,734.62	\$ 201,884.64	\$ 57,151.96	\$ 201,884.64	\$ 168,152.04
Misc.	\$ -	\$ 371,061.39	\$ -	\$ -	\$ -	\$ -
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$ 219,019.26</b>	<b>\$ 387,975.28</b>	<b>\$ 202,134.64</b>	<b>\$ 85,696.64</b>	<b>\$ 230,679.32</b>	<b>\$ 191,965.86</b>
	<b>\$ 1,192,468.62</b>	<b>\$ 1,354,809.91</b>	<b>\$ 1,144,530.83</b>	<b>\$ 174,906.13</b>	<b>\$ 1,166,361.58</b>	<b>\$ 1,241,974.74</b>
<b>CONTRIBUTION/(USE) OF FUND BALANCE</b>	<b>\$ (127,458.38)</b>	<b>\$ 37,471.12</b>	<b>\$ -</b>	<b>\$ 137,873.19</b>	<b>\$ 45,915.54</b>	<b>\$ (0.00)</b>
Change in Retained Earnings PPE	\$ -	\$ 181,572.27	\$ -	\$ -	\$ -	\$ -
Prior Year Reserves	\$ 484,818.51	\$ 484,818.51	\$ 703,861.90	\$ 703,861.90	\$ 703,861.90	\$ 749,777.44
<b>Current Reserves</b>	<b>\$ 357,360.13</b>	<b>\$ 703,861.90</b>	<b>\$ 703,861.90</b>	<b>\$ 841,735.09</b>	<b>\$ 749,777.44</b>	<b>\$ 749,777.44</b>
Reserve Breakdown:						
Aid In Expansion	\$ 576,022.47	\$ 576,022.47	\$ 576,022.47	\$ 576,022.47	\$ 576,022.47	\$ 576,022.47
30 Days Cash on Hand	\$ 98,011.12	\$ 94,071.03	\$ 94,071.03	\$ 94,071.03	\$ 94,071.03	\$ 102,080.12
Capital Reserves	\$ 903,623.42	\$ 33,768.40	\$ 33,768.40	\$ 171,641.59	\$ 79,683.94	\$ 71,674.85



Parking Fund - FY23 Proposed Budget

Account	FY21 Budget		FY21 Actual		FY22 Budget		FY22 YTD		FY22 Projected Year End		FY23 Proposed Budget (Dept.)	
<b><u>On Street &amp; Abenaki Garage</u></b>												
<b>REVENUES</b>												
Property Taxes & PILOT	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Charges for Services	\$	302,000.00	\$	161,263.79	\$	220,000.00	\$	-	\$	255,000.00	\$	264,000.00
Investment Income	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Intergovernmental	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Fees, Fines & Forfeits	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Licenses & Permits	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Other	\$	-	\$	1,457.01	\$	40,000.00	\$	-	\$	-	\$	-
Community Center	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>302,000.00</b>	<b>\$</b>	<b>162,720.80</b>	<b>\$</b>	<b>260,000.00</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>255,000.00</b>	<b>\$</b>	<b>264,000.00</b>
<b>Operating Expenses</b>												
Salaries	\$	68,043.80	\$	69,994.08	\$	70,699.57	\$	10,280.10	\$	72,963.45	\$	74,032.60
Benefits	\$	26,507.21	\$	24,777.21	\$	29,394.37	\$	3,200.61	\$	29,394.37	\$	28,132.21
Office/General Supplies	\$	500.00	\$	-	\$	500.00	\$	-	\$	500.00	\$	500.00
Specialty Supplies	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Utilities	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Buildings	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Contracts/Prof. Services	\$	17,600.00	\$	241,422.67	\$	17,600.00	\$	-	\$	17,600.00	\$	17,600.00
Vehicles & Equip. Maint	\$	25,000.00	\$	33,601.53	\$	25,000.00	\$	5,499.31	\$	25,000.00	\$	25,000.00
Debt Service	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Misc.	\$	437,437.80	\$	99,146.11	\$	87,428.32	\$	-	\$	91,765.11	\$	111,686.24
<b>TOTAL OPERATING EXPENSES</b>	<b>\$</b>	<b>575,088.81</b>	<b>\$</b>	<b>468,941.60</b>	<b>\$</b>	<b>230,622.26</b>	<b>\$</b>	<b>18,980.02</b>	<b>\$</b>	<b>237,222.93</b>	<b>\$</b>	<b>256,951.05</b>
<b>EXCESS REVENUES OVER OPERATING</b>	<b>\$</b>	<b>(273,088.81)</b>	<b>\$</b>	<b>(306,220.80)</b>	<b>\$</b>	<b>29,377.74</b>	<b>\$</b>	<b>(18,980.02)</b>	<b>\$</b>	<b>17,777.07</b>	<b>\$</b>	<b>7,048.95</b>
<b>Capital Expenses</b>												
Salaries	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Benefits	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Office/General Supplies	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Specialty Supplies	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Utilities	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Buildings	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Contracts/Prof. Services	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Vehicles & Equip. Maint	\$	20,800.00	\$	-	\$	-	\$	-	\$	-	\$	-
Debt Service	\$	-	\$	300,665.99	\$	287,954.31	\$	-	\$	-	\$	-
Misc.	\$	-	\$	12,867.96	\$	-	\$	-	\$	-	\$	-
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$</b>	<b>20,800.00</b>	<b>\$</b>	<b>313,533.95</b>	<b>\$</b>	<b>287,954.31</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>CONTRIBUTION/(USE) OF FUND BALANCE</b>	<b>\$</b>	<b>(293,888.81)</b>	<b>\$</b>	<b>(619,754.75)</b>	<b>\$</b>	<b>(258,576.57)</b>	<b>\$</b>	<b>(18,980.02)</b>	<b>\$</b>	<b>17,777.07</b>	<b>\$</b>	<b>7,048.95</b>
<b>Change in Retained Earnings</b>			<b>\$</b>	<b>18,070.87</b>								
<b>Beginning Fund Balance</b>	<b>\$</b>	<b>561,614.53</b>	<b>\$</b>	<b>561,614.53</b>	<b>\$</b>	<b>(40,069.35)</b>	<b>\$</b>	<b>(40,069.35)</b>	<b>\$</b>	<b>(40,069.35)</b>	<b>\$</b>	<b>(22,292.28)</b>
<b>Ending Fund Balance</b>	<b>\$</b>	<b>267,725.72</b>	<b>\$</b>	<b>(40,069.35)</b>	<b>\$</b>	<b>(298,645.92)</b>	<b>\$</b>	<b>(59,049.37)</b>	<b>\$</b>	<b>(22,292.28)</b>	<b>\$</b>	<b>(15,243.33)</b>

Parking Fund - FY23 Proposed Budget

Account	FY21 Budget		FY21 Actual		FY22 Budget		FY22 YTD		FY22 Projected Year End	FY23 Proposed Budget (Dept.)
<b><u>Parking Garage</u></b>										
<b>REVENUES</b>										
Property Taxes & PILOT	\$	-	\$	-	\$	-	\$	-	\$	-
Charges for Services	\$	713,579.85	\$	665,321.01	\$	597,380.20	\$	108,079.41	\$	769,999.73
Investment Income	\$	-	\$	-	\$	-	\$	-	\$	-
Intergovernmental	\$	-	\$	-	\$	-	\$	-	\$	-
Fees, Fines & Forfeits	\$	-	\$	-	\$	-	\$	-	\$	-
Licenses & Permits	\$	-	\$	-	\$	-	\$	-	\$	-
Other	\$	6,250.00	\$	1,682.01	\$	6,250.00	\$	-	\$	6,250.00
Community Center	\$	-	\$	-	\$	-	\$	-	\$	-
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>719,829.85</b>	<b>\$</b>	<b>667,003.02</b>	<b>\$</b>	<b>603,630.20</b>	<b>\$</b>	<b>108,079.41</b>	<b>\$</b>	<b>776,249.73</b>
<b>EXPENSES</b>										
Salaries	\$	107,608.07	\$	91,909.65	\$	110,888.94	\$	17,310.66	\$	98,574.26
Benefits	\$	49,509.65	\$	48,093.52	\$	52,854.38	\$	5,475.44	\$	52,854.38
Office/General Supplies	\$	1,200.00	\$	1,059.60	\$	1,200.00	\$	176.60	\$	1,200.00
Specialty Supplies	\$	12,500.00	\$	11,448.00	\$	13,500.00	\$	-	\$	13,500.00
Utilities	\$	41,200.00	\$	32,936.23	\$	41,200.00	\$	2,057.92	\$	41,200.00
Buildings	\$	4,250.00	\$	4,164.00	\$	4,250.00	\$	347.00	\$	4,250.00
Contracts/Prof. Services	\$	33,200.00	\$	40,786.28	\$	33,200.00	\$	1,145.00	\$	33,620.00
Vehicles & Equip. Maint	\$	33,000.00	\$	28,454.26	\$	33,000.00	\$	1,360.07	\$	33,000.00
Debt Service	\$	-	\$	-	\$	-	\$	-	\$	-
Misc.	\$	203,220.52	\$	203,996.82	\$	210,217.86	\$	-	\$	394,732.06
<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>485,688.24</b>	<b>\$</b>	<b>462,848.36</b>	<b>\$</b>	<b>500,311.18</b>	<b>\$</b>	<b>27,872.69</b>	<b>\$</b>	<b>672,930.71</b>
<b>EXCESS REVENUES OVER OPERATING</b>	<b>\$</b>	<b>234,141.61</b>	<b>\$</b>	<b>204,154.66</b>	<b>\$</b>	<b>103,319.02</b>	<b>\$</b>	<b>80,206.72</b>	<b>\$</b>	<b>103,319.02</b>
<b>Capital Expenses</b>										
Salaries	\$	-	\$	-	\$	-	\$	-	\$	-
Benefits	\$	-	\$	-	\$	-	\$	-	\$	-
Office/General Supplies	\$	-	\$	-	\$	-	\$	-	\$	-
Specialty Supplies	\$	-	\$	-	\$	-	\$	-	\$	-
Utilities	\$	-	\$	-	\$	-	\$	-	\$	-
Buildings	\$	118,141.61	\$	4,773.00	\$	97,319.02	\$	-	\$	97,319.02
Contracts/Prof. Services	\$	-	\$	-	\$	-	\$	-	\$	-
Vehicles & Equip. Maint	\$	116,000.00	\$	16,556.00	\$	6,000.00	\$	-	\$	6,000.00
Debt Service	\$	-	\$	-	\$	-	\$	-	\$	-
Misc.	\$	-	\$	334,218.44	\$	-	\$	-	\$	-
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$</b>	<b>234,141.61</b>	<b>\$</b>	<b>355,547.44</b>	<b>\$</b>	<b>103,319.02</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>103,319.02</b>
<b>CONTRIBUTION/(USE) OF FUND BALANCE</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>(151,392.78)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>80,206.72</b>	<b>\$</b>	<b>0.00</b>
<b>Change in Retained Earnings</b>										
<b>Beginning Fund Balance</b>	<b>\$</b>	<b>443,327.92</b>	<b>\$</b>	<b>443,327.92</b>	<b>\$</b>	<b>621,199.47</b>	<b>\$</b>	<b>621,199.47</b>	<b>\$</b>	<b>621,199.47</b>
<b>Ending Fund Balance</b>	<b>\$</b>	<b>443,327.92</b>	<b>\$</b>	<b>621,199.47</b>	<b>\$</b>	<b>621,199.47</b>	<b>\$</b>	<b>701,406.19</b>	<b>\$</b>	<b>621,199.47</b>

Community Services Programs - FY23 Proposed Budget

Account	FY21 Budget	FY21 Actual	FY22 Budget	FY22 YTD	FY22 Projected Year End	FY23 Proposed Budget (Dept.)
<b>SENIOR CENTER</b>						
<b>REVENUES</b>						
Property Taxes & PILOT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 21,600.00	\$ 150.00	\$ 10,600.00	\$ 130.00	\$ 780.00	\$ 7,740.00
Investment Income	\$ 28.00	\$ 22.87	\$ 30.00	\$ -	\$ 30.00	\$ 30.00
Intergovernmental	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 4,000.00
Fees, Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ 1,200.00	\$ 7,376.00	\$ 7,000.00	\$ -	\$ 7,000.00	\$ 1,200.00
Community Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 22,828.00</b>	<b>\$ 22,548.87</b>	<b>\$ 17,630.00</b>	<b>\$ 130.00</b>	<b>\$ 7,810.00</b>	<b>\$ 12,970.00</b>
<b>EXPENSES</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office/General Supplies	\$ 15,500.00	\$ 6,108.21	\$ 13,080.00	\$ 1,675.50	\$ 13,080.00	\$ 8,155.00
Specialty Supplies	\$ 5,000.00	\$ 4,640.08	\$ 2,500.00	\$ 154.96	\$ 2,500.00	\$ 2,500.00
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00
Vehicles & Equip. Maint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.						
<b>TOTAL EXPENSES</b>	<b>\$ 22,500.00</b>	<b>\$ 10,748.29</b>	<b>\$ 17,580.00</b>	<b>\$ 1,830.46</b>	<b>\$ 17,580.00</b>	<b>\$ 12,655.00</b>
<b>REVENUE - EXPENSES</b>	<b>\$ 328.00</b>	<b>\$ 11,800.58</b>	<b>\$ 50.00</b>	<b>\$ (1,700.46)</b>	<b>\$ (9,770.00)</b>	<b>\$ 315.00</b>
<b>COMMUNITY GARDENS</b>						
<b>REVENUES</b>						
Property Taxes & PILOT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 4,420.00	\$ 3,507.65	\$ 4,440.00	\$ -	\$ 4,440.00	\$ 4,440.00
Investment Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fees, Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ 91.05	\$ -	\$ -	\$ -	\$ -
Community Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 4,420.00</b>	<b>\$ 3,598.70</b>	<b>\$ 4,440.00</b>	<b>\$ -</b>	<b>\$ 4,440.00</b>	<b>\$ 4,440.00</b>

Community Services Programs - FY23 Proposed Budget

Account	FY21 Budget	FY21 Actual	FY22 Budget	FY22 YTD	FY22 Projected Year End	FY23 Proposed Budget (Dept.)
<b>EXPENSES</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office/General Supplies	\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ -
Specialty Supplies	\$ 2,500.00	\$ 2,711.54	\$ 3,000.00	\$ 84.45	\$ 3,000.00	\$ 2,900.00
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ 1,000.00	\$ 190.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00
Vehicles & Equip. Maint	\$ 500.00	\$ 228.39	\$ 250.00	\$ 18.12	\$ 250.00	\$ 250.00
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ 355.00	\$ 137.37	\$ 185.00	\$ -	\$ 185.00	\$ 255.00
<b>TOTAL EXPENSES</b>	<b>\$ 4,405.00</b>	<b>\$ 3,267.30</b>	<b>\$ 4,435.00</b>	<b>\$ 102.57</b>	<b>\$ 4,435.00</b>	<b>\$ 4,405.00</b>
<b>REVENUE - EXPENSES</b>	<b>\$ 15.00</b>	<b>\$ 331.40</b>	<b>\$ 5.00</b>	<b>\$ (102.57)</b>	<b>\$ 5.00</b>	<b>\$ 35.00</b>
<b>LIBRARY PROGRAMS</b>						
<b>REVENUES</b>						
Property Taxes & PILOT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fees, Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses & Permits						
Other	\$ -	\$ 4,186.99	\$ -	\$ -	\$ -	\$ 1,500.00
Community Center						
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ 4,186.99</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500.00</b>
<b>EXPENSES</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office/General Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Specialty Supplies	\$ -	\$ 2,884.09	\$ -	\$ 200.00	\$ 1,200.00	\$ 1,500.00
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles & Equip. Maint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ -</b>	<b>\$ 2,884.09</b>	<b>\$ -</b>	<b>\$ 200.00</b>	<b>\$ 1,200.00</b>	<b>\$ 1,500.00</b>
<b>REVENUE - EXPENSES</b>	<b>\$ -</b>	<b>\$ 1,302.90</b>	<b>\$ -</b>	<b>\$ (200.00)</b>	<b>\$ (1,200.00)</b>	<b>\$ -</b>

**Winooski Tax Increment Financing District - FY23 Proposed Budget**

	FY21 Budget	FY21 Actual	FY22 Budget	FY22 YTD	FY22 Projected Year End	FY23 Proposed Budget
<b>REVENUES</b>						
Property Taxes & PILOT	\$ 2,856,438.85	\$ 2,968,437.31	\$ 3,149,642.78	\$ 117,619.12	\$ 3,073,583.61	\$ 3,085,538.59
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Income	\$ 81,500.00	\$ 20,520.23	\$ 124,608.50	\$ -	\$ 124,608.50	\$ 123,364.00
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fees, Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ 250,000.00	\$ -	\$ 700,000.00	\$ -	\$ 184,775.65	\$ 203,171.05
Community Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 3,187,938.85</b>	<b>\$ 2,988,957.54</b>	<b>\$ 3,974,251.28</b>	<b>\$ 117,619.12</b>	<b>\$ 3,382,967.76</b>	<b>\$ 3,412,073.64</b>
<b>OPERATING EXPENSES</b>						
Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office/General Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Specialty Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ 50,000.00	\$ 26,342.50	\$ 55,000.00	\$ 1,045.83	\$ 41,500.00	\$ 41,500.00
Vehicles & Equip. Maint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ 2,806,631.05	\$ 2,806,723.23	\$ 2,892,631.04	\$ 351,647.12	\$ 2,892,631.04	\$ 2,817,631.05
Misc.	\$ 460,000.00	\$ 482,621.65	\$ 567,500.56	\$ -	\$ 543,601.95	\$ 492,087.95
<b>TOTAL EXPENSES</b>	<b>\$ 3,316,631.05</b>	<b>\$ 3,315,687.38</b>	<b>\$ 3,515,131.60</b>	<b>\$ 352,692.95</b>	<b>\$ 3,477,732.99</b>	<b>\$ 3,351,219.00</b>
<b>NET REVENUES - EXPENSES</b>	<b>\$ (128,692.20)</b>	<b>\$ (326,729.84)</b>	<b>\$ 459,119.68</b>	<b>\$ (235,073.83)</b>	<b>\$ (94,765.23)</b>	<b>\$ 60,854.64</b>
Fund Balance Beginning of Year	\$ 584,302.61	\$ 584,302.61	\$ 257,572.77	\$ 257,572.77	\$ 257,572.77	\$ 162,807.54
<b>Fund Balance End of Year</b>	<b>\$ 455,610.41</b>	<b>\$ 257,572.77</b>	<b>\$ 716,692.45</b>	<b>\$ 22,498.94</b>	<b>\$ 162,807.54</b>	<b>\$ 223,662.18</b>
Cash on Hand + Debt	\$ 3,262,241.46	\$ 3,064,296.00	\$ 3,609,323.49	\$ -	\$ 3,055,438.58	\$ 3,041,293.23
Annual Debt Service	\$ 2,806,631.05	\$ 2,806,723.23	\$ 2,892,631.04	\$ 351,647.12	\$ 2,892,631.04	\$ 2,817,631.05
Debt Service Coverage Ratio	1.1623	1.0918	1.2478		1.0563	1.0794

## Rental Registry - FY23 Proposed Budget

Account	FY21 Budget	FY21 Actual	FY22 Budget	FY22 YTD	FY22 Projected Year End	FY23 Proposed Budget (Dept.)
<b>REVENUES</b>						
Property Taxes & PILOT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 293,231.00	\$ 215,000.00	\$ 293,231.00	\$ 206,700.00	\$ 250,000.00	\$ 315,200.00
Investment Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ 1,827.50	\$ -	\$ -	\$ -	\$ -
Fees, Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 293,231.00</b>	<b>\$ 216,827.50</b>	<b>\$ 293,231.00</b>	<b>\$ 206,700.00</b>	<b>\$ 250,000.00</b>	<b>\$ 315,200.00</b>
<b>EXPENSES</b>						
Salaries	\$ 164,618.90	\$ 154,988.46	\$ 171,163.67	\$ 23,918.24	\$ 159,035.20	\$ 159,167.39
Benefits	\$ 98,795.42	\$ 80,294.36	\$ 108,317.33	\$ 9,321.72	\$ 87,386.03	\$ 101,252.96
Office/General Supplies	\$ 5,500.00	\$ 2,754.05	\$ 5,500.00	\$ 229.78	\$ 3,700.00	\$ 5,500.00
Specialty Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ 1,500.00	\$ 1,355.82	\$ 2,000.00	\$ 221.50	\$ 1,500.00	\$ 2,000.00
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ -	\$ -	\$ -	\$ 560.50	\$ 560.50	\$ -
Vehicles & Equip. Maint	\$ 1,250.00	\$ 219.50	\$ 1,250.00	\$ -	\$ 1,250.00	\$ 1,250.00
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ 7,444.11	\$ 6,360.46	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00
<b>TOTAL EXPENSES</b>	<b>\$ 279,108.43</b>	<b>\$ 245,972.65</b>	<b>\$ 293,231.00</b>	<b>\$ 34,251.74</b>	<b>\$ 258,431.73</b>	<b>\$ 274,170.35</b>
<b>REVENUE - EXPENSES</b>	<b>\$ 14,122.57</b>	<b>\$ (29,145.15)</b>	<b>\$ -</b>	<b>\$ 172,448.26</b>	<b>\$ (8,431.73)</b>	<b>\$ 41,029.65</b>
Beginning Reserves	\$ 41,610.23	\$ 41,610.23	\$ 12,465.08	\$ 12,465.08	\$ 12,465.08	\$ 4,033.35
Rental Registry Reserve	\$ 55,732.80	\$ 12,465.08	\$ 12,465.08	\$ 184,913.34	\$ 4,033.35	\$ 45,063.00

**Winooski Community Development - FY22 Proposed Budget**

	FY21 Budget	FY21 Actual	FY22 Budget	FY22 YTD	FY22 Projected Year End	FY23 Proposed Budget (Dept.)
<b>REVENUES</b>						
Property Taxes & PILOT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ 20,839.02	\$ -	\$ -	\$ -	\$ -
Fees, Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses & Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ 200,000.00	\$ 200,000.00	\$ 225,000.00	\$ -	\$ 225,000.00	\$ 150,000.00
Community Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 200,000.00</b>	<b>\$ 220,839.02</b>	<b>\$ 225,000.00</b>	<b>\$ -</b>	<b>\$ 225,000.00</b>	<b>\$ 150,000.00</b>
<b>OPERATING EXPENSES</b>						
Salaries	\$ 92,537.92	\$ 92,796.77	\$ 96,535.78	\$ 13,619.44	\$ 95,141.04	\$ 100,989.11
Benefits	\$ 29,180.60	\$ 24,006.65	\$ 33,085.99	\$ 3,857.46	\$ 31,226.86	\$ 29,554.26
Office/General Supplies	\$ 6,000.00	\$ 2,960.03	\$ 4,000.00	\$ 80.96	\$ 4,000.00	\$ 3,000.00
Specialty Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts/Prof. Services	\$ 17,622.00	\$ 30,474.05	\$ 5,660.00	\$ -	\$ 5,660.00	\$ 3,650.00
Vehicles & Equip. Maint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc.	\$ 15,925.00	\$ 21,751.25	\$ 78,338.00	\$ -	\$ 78,338.00	\$ 10,425.00
<b>TOTAL EXPENSES</b>	<b>\$ 161,265.52</b>	<b>\$ 171,988.75</b>	<b>\$ 217,619.77</b>	<b>\$ 17,557.86</b>	<b>\$ 214,365.90</b>	<b>\$ 147,618.37</b>
<b>NET REVENUES - EXPENSES</b>	<b>\$ 38,734.48</b>	<b>\$ 48,850.27</b>	<b>\$ 7,380.23</b>	<b>\$ (17,557.86)</b>	<b>\$ 10,634.10</b>	<b>\$ 2,381.63</b>
Beginning Fund Balance	\$ 260,844.63	\$ 260,844.63	\$ 309,694.90	\$ 309,694.90	\$ 309,694.90	\$ 320,329.00
<b>Ending Fund Balance</b>	<b>\$ 299,579.11</b>	<b>\$ 309,694.90</b>	<b>\$ 317,075.13</b>	<b>\$ 292,137.04</b>	<b>\$ 320,329.00</b>	<b>\$ 322,710.63</b>









*Proven Expertise & Integrity*

## INDEPENDENT AUDITORS' REPORT

City Council  
City of Winooski  
Winooski, Vermont

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, business-type activities, 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, 2021 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.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the

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reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Unmodified Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the City of Winooski, Vermont as of June 30, 2021 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.

### Other Matters

#### *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 4 through 15 and 69 through 71 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.

#### *Other 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.

The combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards are the responsibility of management and were derived from and related directly to the underlying accounting and other records used to prepare the basic financial statements. Such 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 22, 2021 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 grant agreements and other matters. The purpose of that report is 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 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 22, 2021

**REQUIRED SUPPLEMENTARY INFORMATION  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2021**

**(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, 2021. 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. With this growth and associated strategic investments in the city, we are poised to continue to fund the operating budget to ensure that we provide high quality municipal services and are able to invest in 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, governmental activities, from those that are intended to recover all or most of their costs from user fees and charges, 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 to 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 maintains eight governmental funds including the General Fund, one Capital Fund and five Special Revenue Funds. 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 considered to be major funds. Data from the other governmental funds 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 the proprietary type fund known as an enterprise fund 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 Water Fund, Water Pollution Control (Sewer) Fund and Parking Fund all of which are considered to be 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 to the operations of the parking garage located on Cascade Way and in order to provide separate financial information for these departments their 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, 2021.

#### 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>2021</u>			<u>2020</u>		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
Assets	\$ 8,760,619	2,575,531	11,336,150	\$ 8,225,235	2,857,905	11,083,139
Capital Assets	26,679,191	24,356,908	51,036,100	26,316,896	24,384,530	50,701,426
<b>Total Assets</b>	<b>\$ 35,439,810</b>	<b>26,932,440</b>	<b>62,372,250</b>	<b>\$ 34,542,131</b>	<b>27,242,435</b>	<b>61,784,565</b>
Deferred Outflow of Resources	\$ 1,398,491	118,949	1,517,440	\$ 1,186,605	78,085	1,264,690
Other Liabilities	\$ 902,724	385,695	1,288,419	\$ 1,417,323	429,837	1,847,160
Long Term Liabilities	18,933,572	4,070,027	23,003,599	19,556,680	3,822,337	23,379,017
<b>Total Liabilities</b>	<b>\$ 19,836,296</b>	<b>4,455,722</b>	<b>24,292,018</b>	<b>\$ 20,974,003</b>	<b>4,252,174</b>	<b>25,226,177</b>
Deferred Inflows of Resources	\$ 49,524	2,039	51,563	\$ 49,207	4,174	53,380
Net Investment in Capital Assets	\$ 11,000,299	20,760,202	31,760,501	\$ 9,459,184	21,020,245	30,479,429
Restricted	4,771,691	448,564	5,220,255	3,228,620	258,608	3,487,229
Unrestricted	1,180,491	1,384,861	2,565,353	2,017,722	1,785,318	3,803,040
<b>Total Net Position</b>	<b>\$ 16,952,481</b>	<b>22,593,628</b>	<b>39,546,109</b>	<b>\$ 14,705,526</b>	<b>23,064,172</b>	<b>37,769,698</b>

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 \$39,546,109 at the close of the most recent fiscal year.

By far the largest portion of the City of Winooski's net position (80.31%) 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 (13.20%) represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the government's ongoing obligations to citizens

and creditors. Included in unrestricted net position are amounts that management has assigned for particular purposes such as capital reserves, programs and expenditures in subsequent years.

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 as a whole, 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.

### Summary Statement of Activities

	<u>2021</u>			<u>2020</u>		
	Governmental Activities	Business-type Activities	Total	Governmental Activities	Business-type Activities	Total
<b>Revenues</b>						
Program Revenues						
Charges for Services	\$ 1,952,692	3,164,879	5,117,571	\$ 1,789,128	2,952,138	4,741,267
Operating Grants & Contributions	269,165	6,607	275,772	175,855	1,314	177,169
Capital Grants & Contributions	-	328,763	328,763	147,750	95,426	243,176
General Revenues						
Property Taxes and Penalty	9,007,189	-	9,007,189	8,695,782	-	8,695,782
Local Options Tax	453,645	-	453,645	375,089	-	-
Unrestricted Investment Earnings	4,582	763	5,345	67,546	9,337	76,882
Other Revenues	130,173	-	130,173	59,993	-	59,993
<b>Total Revenues</b>	<b>\$ 11,817,446</b>	<b>3,501,012</b>	<b>15,318,458</b>	<b>\$ 11,311,142</b>	<b>3,058,215</b>	<b>13,994,268</b>
<b>Expenses</b>						
General Government	1,988,729	-	1,988,729	1,787,329	-	1,787,329
Public Safety	3,422,180	-	3,422,180	3,489,076	-	3,489,076
Public Works	2,094,657	-	2,094,657	2,420,349	-	2,420,349
Culture & Recreation	876,638	-	876,638	841,110	-	841,110
Community Development	466,593	-	466,593	465,983	-	465,983
Interest on Long Term Debt	727,559	-	727,559	800,930	-	800,930
Water	-	1,009,904	1,009,904	-	1,001,423	1,001,423
Sewer	-	1,328,505	1,328,505	-	1,491,357	1,491,357
Parking	-	1,594,904	1,594,904	-	1,096,991	1,096,991
<b>Total Expenses</b>	<b>\$ 9,576,356</b>	<b>3,933,314</b>	<b>13,509,669</b>	<b>\$ 9,804,777</b>	<b>3,589,771</b>	<b>13,394,548</b>
Change in Net Position Before Transfers and Special Items	\$ 2,241,090	(432,302)	1,808,789	\$ 1,506,365	(531,557)	974,809
Gain/(Loss) on Sale of Capital Assets	5,865	(38,243)	(32,378)	(12,904)	(9,201)	(22,105)
Transfers	-	-	-	4,299	(4,299)	-
Change in Net Position	\$ 2,246,955	(470,544)	1,776,411	\$ 1,497,760	(545,056)	952,704
Net Position - Beginning of Year	14,705,526	23,064,172.10	37,769,698	13,207,766	23,609,228	36,816,994
<b>Net Position - End of Year</b>	<b>\$ 16,952,481</b>	<b>22,593,628</b>	<b>39,546,109</b>	<b>\$ 14,705,526</b>	<b>23,064,172</b>	<b>37,769,698</b>

### Governmental Activities

Governmental activities increased the City of Winooski's net position by \$2,246,955 during the current fiscal year. Net investment in capital assets, net of related debt, increased by approximately \$1,541,115. 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 increased by \$1,543,071 primarily due to newly issued debt proceeds totaling \$1,300,000 that remained unspent at the end of the fiscal year. Unrestricted net position decreased by \$837,231 as a result of some Council approved expenses to come from reserves including \$100,000 for regional dispatch, and \$30,000 to support downtown Winooski. Some of the change is likely as a result of several offsetting normal factors that influence net position from year to year.

### Business-type Activities

Business-type activities decreased the City of Winooski's net position by \$470,544 during the current fiscal year. This was influenced primarily by these funds making use of reserves to complete capital projects. The Hickok Street preliminary engineering for wastewater line replacement was funded using reserves in anticipation of financing being approved in the 2021 fiscal year. The headworks expenses over the amount of financing received were also covered from fund balance. The parking fund spent \$510,840 of reserves on preliminary design work for the Abenaki Garage proposed to be constructed in the downtown. The water fund offset the overall decrease in net position primarily due to the receipt of \$390,627 in allocation fees that were able to cover the budgeted deficit. 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. Restricted net position increased by \$189,956 due to new aid in expansion fees paid for development in the current fiscal year.

### **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 \$5,952,863, an increase of \$1,028,302 in comparison to the prior year. Of this total amount \$229,527 is nonspendable (prepaid items and inventory) and \$2,798,805 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 \$1,333,666 has been assigned for various purposes but may be reassigned at the option of the governing body. The remaining \$1,590,865 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 \$1,570,988 and assigned balances were \$756,047. 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 19.34% of the general fund expenditures and transfers, while total fund balance represents 32.24% of the same amount. Both of these 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 \$680,207 during the current fiscal year. Key factors in this change are as follows:

- Staffing costs were less than budgeted by \$104,402 in part due to COVID-19 related furloughs of non-essential staff that ended in August 2020 but also several staff turnovers that took longer than anticipated to fill.
- Increasing development in the City as a result of new zoning in the gateway districts and streamlined permitting processes resulted in collection of \$85,428 more in permit fees than anticipated in the budget
- The City received \$88,745 in grant funding from the Federal and State governments related to COVID-19.
- Receipts related to recording of land records were \$39,685 more than budgeted in part to a surge of property sales as well as the increase in fees.
- Approximately \$97,945 in additional local options tax was received over the budgeted amount likely due to increased online orders which are subject to the additional sales tax.
- Savings of \$49,411 for salt and sand compared to the budget due to a mild winter.
- Lower than average claims on our property insurance led to our insurance costs being \$75,318 less than budgeted

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 agreement 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, in light of the COVID-19 pandemic the development continuing to experience delays. Additionally, we are in active talks with property owners and other developers to plan for additional growth in the TIF district. With progress made on these efforts, 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. One of the two active housing improvement fund loans was paid in full and the remaining loan continues to be repaid with administrative fees for the program covered by these funds. No new loans were granted by the Housing Improvement Program of this fund.

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 2021 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 a new furnace at the Fire Station, a new dump truck that is used to plow in the winter, a new pickup truck for the Public Works Department, and a new cruiser for the Police Department. Work began on the reconstruction of Hickok Street and the associated sidewalks. The Myers Memorial Pool construction was completed and the facility opened for its first season. 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 \$675,892 for the Water Fund, \$127,839 for the Sewer Fund and \$581,130 for the Parking Fund. The changes in unrestricted net position for Water was an

increase of \$121,726, for Sewer a decrease of \$98,371 and for Parking a decrease of \$423,812. 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, rental registry program and hazmat reserve.

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 less than budgeted by \$104,402 in part due to COVID-19 related furloughs of non-essential staff that ended in August 2020 but also several staff turnovers that took longer than anticipated to fill.
- Increasing development in the City as a result of new zoning in the gateway districts and streamlined permitting processes resulted in collection of \$85,428 more in permit fees than anticipated in the budget
- The City received \$88,745 in grant funding from the Federal and State governments related to COVID-19.
- Receipts related to recording of land records were \$39,685 more than budgeted in part to a surge of property sales and the increase in fees.
- Approximately \$97,945 in additional local options tax was received over the budgeted amount likely due to increased online orders which are subject to the additional sales tax.
- Savings of \$49,411 for salt and sand compared to the budget due to a mild winter.
- Lower than average claims on our property insurance led to our insurance costs being \$75,318 less than budgeted
- Training and Travel savings of \$18,783 due to cancellation of many spring conferences and training programs due to the COVID-19 pandemic.
- The \$110,000 sale and subsequent remittance to the insurance company related to 10 Cedar Street which was damaged due to failure in City infrastructure.

## 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, 2021 totaled \$31,760,501 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 16.29% for governmental activities due to the completion of the pool and decreased 1.24% for business-type activities due to depreciation and increased debt service.

#### Investment in Capital Assets

	<u>2021</u>			<u>2020</u>		
	Government	Business-		Government	Business-	
	al Activities	type	Total	al Activities	type	Total
		Activities			Activities	
Land	\$ 1,709,519	647,573	2,357,092	\$ 1,709,519	647,573	2,357,092
Building and Improvements	9,959,895	-	9,959,895	6,561,388	-	6,561,388
Vehicles, Machinery, and Equipment	4,443,466	2,928,502	7,371,967	3,721,549	2,111,285	5,832,835
Infrastructure	33,829,976	-	33,829,976	33,829,976	-	33,829,976
Distribution and Collection Systems	-	20,696,433	20,696,433	-	19,383,654	19,383,654
Parking Garage	-	15,207,146	15,207,146	-	15,257,534	15,257,534
Construction in Progress	1,013,237	1,340,830	2,354,067	3,693,611	2,868,758	6,562,369
<b>Total Assets</b>	<b>\$ 50,956,092</b>	<b>40,820,483</b>	<b>91,776,576</b>	<b>\$ 49,516,043</b>	<b>40,268,804</b>	<b>89,784,847</b>

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

- Reconstruction of the Myers Memorial Pool including \$712,726 of current year costs plus \$3,198,293 in prior year work in process
- Construction of the Headworks Building and screening equipment at the Wastewater Treatment Plant for \$46,296; plus \$1,353,083 in prior year work in progress
- Hickok Street Water Line reconstruction was put into the asset list in the amount of \$940,686 from prior year work in progress
- Replacement of a 2009 dump truck used for plowing in the Public Works Department for \$165,022

There are a number of 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 \$234,022 of expenses during fiscal year 2021 and prior work in progress of \$495,318.
- Main Street Reconstruction – Water which included \$43,963 of expenses during fiscal year 2021 and prior work in progress of \$161,557.

- Main Street Reconstruction – Wastewater which included \$92,673 of expenses during fiscal year 2021 and prior work in progress of \$320,713.
- Hickok Street Reconstruction – General Fund which included \$283,898 of expenses during fiscal year 2021.
- Hickok Street Reconstruction – Wastewater which included \$629,204.04 of expenses during fiscal year 2021 and prior work in progress of \$92,720.

Additional information on the City of Winooski's investment in capital assets can be found in note IV.D. 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 \$20,100,835. Of this amount \$8,392,260 is TIF related debt that is to be repaid using the tax increment 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 \$1,098,100 during the year, reflecting repayments on existing debt of \$3,272,042 new bond debt of \$2,025,440 for the Main Street preliminary engineering and Hickok Street reconstruction including sewer improvements and new capital lease debt of \$148,502 for the purchase of a new dump truck.

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 2021 for the City of Winooski was \$5,701,780,900 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.G. of the notes to the financial statements.

### **Economic Factors and Next Year's Budgets and Rates**

- 3.4% COLA estimated in FY23.
- Health insurance decreasing by 7% for January 2022
- Modest Grand List growth of .8% was estimated

All of these factors were considered in the preparation of the City of Winooski's budget for the 2023 fiscal year.

The City of Winooski approved a general fund budget for fiscal year 2022 in the amount of \$8,213,695. This represents an increase of \$586,846 or 7.69% over the approved budget for the previous year. Only \$108,829 or 1.43% of this increase was to be raised from property taxes. For the Fiscal Year 2022 budget the City Council authorized the integration of the THRIVE Afterschool Childcare program and Recreation

based programming into the general fund. Both of these programs were experiencing annual deficits as a result of operating expenses exceeding the fees charged by the City. Their inclusion in the General Fund represented a net increase in expenses of over \$26,000. An increase of fees for these programs was discussed but deemed to be unaffordable by many in the community. In an effort to further the Master Plan goal of affordability the City Council expressed that these services are important enough that they should be offered even if the fees paid cannot cover the expense associated with their provision and should be subsidized by taxes. Based on actual experience during the fiscal year 2020 year the amount of revenue included in the fiscal year 2022 budget for local option tax was increased by \$29,300 partially offsetting the additional expenses. The budget for the general fund does not include the budgets for programs supported by fees, special revenue funds, or proprietary funds. City Council approved rate increases for the Water Fund from \$40.63 to \$42.09 per 1000cf with a minimum bill of 500cf, for the Wastewater Fund from \$52.03 to \$54.88 per 1000cf and the Parking Fund increases were limited to those outlined in existing contracts.

The outbreak of COVID-19 has been declared a pandemic and led to a national state of emergency in the United States. Refer to Note G of Notes to Financial Statements for more detailed information.

At present it is not possible, with any degree of certainty, to estimate the impact of COVID-19 on the revenues, expenditures, budget or overall financial position of the City. No assurance can be given regarding future events or impacts because these actions and events are unpredictable or unknowable at this time and are outside the control of the City.

### **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.

## **FY2021 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 FY21, the CCRPC invested more than \$4.8 million in regional land use, transportation, emergency management, energy, natural resources, public engagement, training, and technical assistance. The program leverages more than \$4.3 million in Federal and State investment with \$250,400 in municipal dues and another \$242,500 in local match for specific projects—a 10:1 return on local investment.

Winooski representatives to the CCRPC Board and other committees in FY21 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

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 FY2021, the CCRPC provided assistance to Winooski on the following projects and initiatives:

- **Winooski Phosphorus Control Plan (PCP):** The CCRPC worked with the City and a consultant to develop a Phosphorus Control Plan (PCP) for the City. A Phosphorus Total Maximum Daily Load (TMDL) was developed for Lake Champlain to reduce export of this nutrient that is harmful in excess to the lake. As a part of compliance with this TMDL and under the newly released MS4 permit, MS4 communities like Winooski are required to complete a PCP for developed lands within their municipality. This PCP recommends projects and public works practices for the City to achieve the necessary percent phosphorus reduction targets. The final plan was filed with the State in April 2021. Total consultant budget: \$30,000
- **Winooski Transportation Impact Fee:** Through this multi-year study, the CCRPC in collaboration with the City and RSG evaluated scenarios to implement a possible new transportation impact fee system. The project provided the foundational documents and regulations necessary to add a new process in the land development regulatory framework that could generate revenue for future transportation-related capital improvements. In December 2020, the consultant (RSG) presented the results and recommendations of the study to the City Council. Rather than adopting the transportation impact fee ordinance, the City Council decided to seek input from the Housing Committee and the Planning Commission. The City will continue to collaborate with RSG, and local committees as needed to move forward with further evaluation of the proposed transportation impact fee. Total consultant budget: \$40,000
- **Elm Street Stormwater Outfall Stabilization:** The CCRPC secured a Clean Water Design Implementation Block Grant to hire Watershed Consulting Associates to prepare a Final Design in the summer of 2020 to stabilize the outfall channel with geotextiles and controlled fills and raise grades in order to dissipate energy and reduce erosion from the channel and reduce sedimentation of the downstream wetlands. The Final Design report can be viewed at: <https://studiesandreports.ccrpcvt.org/winooski-elm-street-stormwater-outfall-stabilization-final-design/> Using that design, the City then constructed this stabilization project in the fall of 2020 using a VTRANS Better Roads grant along with City funds. Total Consultant Budget (for Design): \$15,980
- **Winooski Parking Inventory, Analysis, and Management Plan:** This effort seeks to support future updates to the municipal parking ordinance and land development regulations, and include recommendations for enforcement, expansion of metered parking, and other parking management initiatives. While the focus of this parking study has been on Main Street, East Allen Street, Malletts Bay Avenue, Weaver Street, and Spring Street, the study outcomes will be transferrable throughout the City. In FY21, parking data were collected, and a parking model went through early stages of calibration. In FY22, the parking model will finish the calibration process, future scenarios will be evaluated, and parking management options will be discussed with the project advisory committee. A draft plan will be circulated for review followed by a presentation to City Council. 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, 2021 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:** The CCRPC manages this program to help properties that are vacant or underutilized because of potential petroleum or hazardous substance contamination become productive again. Since the fall of 2016, using EPA grant funds, the program has provided approximately \$61,445 for environmental contractors to assess potential contamination issues and/or develop cleanup plans at City Lots #4, #7, #8 and #12 near the Champlain Mill and at the 355 Main Street property in Winooski. For more information, visit <https://www.ccrpcvt.org/our-work/economic-development/brownfields/>.
- **Geographic Information Systems:** CCRPC staff updated the Winooski map service with data of sewer infrastructure that has been upgraded.
- **Traffic Counts:** Due to COVID-19, the CCRPC's ability to conduct traffic counts in FY21 was limited. Traffic counts conducted in previous years 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 in Chittenden County has continued to adapt under the changing conditions of the COVID-19 pandemic. Throughout much of the fiscal year, the E&D program had been operating at around 50% of the original ride capacity due to COVID-19 restrictions. However, despite these challenges, the E&D program still delivered vital transportation assistance to older adults and persons with disabilities in Winooski. In FY21, 210 trips were provided to Winooski residents as part of this program.
- **Technical Assistance:** CCRPC staff provided a variety of technical assistance to the City, including:
  - Wrote a letter of support for a Winooski Municipal Planning Grant application.
  - Provided assistance with a few Form Based Codes inquiries.
  - Reviewed a draft VTrans Bike/Ped Grant application from the City.

#### 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 FY21 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 beginning in 2021.
- **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 2022.

- **Mallets Bay Rail Crossing Improvements:** \$448,000 for rail crossing improvements as Mallets Bay Avenue. Construction schedule for FY22.
- **Main Street Sidewalk and Bicycle Improvements:** \$400,000 Bike & Pedestrian program award in 2019. Construction scheduled for 2022.

#### FY2022 CCRPC Work Program

Project Name	Brief Description	Total Budget
Winooski Traffic Calming Policy	This request is for transportation planning support to prepare a traffic calming policy/manual for the City of Winooski. We anticipate that the manual would define the evaluation process as well as provide a description of applicable treatments and measures for possible implementation.	\$50,000 budget which includes a local match of \$10,000

#### Regional Activities

- **ECOS Plan Implementation:** The CCRPC continues to implement the strategies of the [2018 Chittenden County 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 2020 ECOS Annual Report includes some of the data we report on annually, as well as indicators of disparities that have resulted from systemic racism in our nation and community, as well as indicators associated with the COVID-19 pandemic. This intentional focus on race, equity, and the COVID-19 pandemic marks the commitment of the ECOS Leadership Team to address these challenges (<http://www.ecosproject.com/2020-annual-report>). In addition, the ECOS Scorecard hosts the ECOS Partners' shared measurement and indicator system that monitors how Chittenden County is doing relative to achieving our shared ECOS goals (<https://app.resultsscorecard.com/Scorecard/Embed/8502>).
- **Legislative Forum:** On December 8th, the CCRPC hosted a Legislative briefing to serve as a forum for municipal representatives and legislators to connect on a few important topics for the upcoming legislative session, including: Act 250 changes, housing, broadband, water quality funding, regional dispatch, energy/climate, cannabis, the economy and workforce, transportation investments, property tax implications of Covid-19 and racial equity (<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. Throughout the past fiscal year, CCRPC staff have started to plan for the update of the **2014 Public Participation Plan** (PPP: <http://www.ccrpcvt.org/our-work/our->

[plans/public-participation-plan/](#)) 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 FY20, the CCRPC continued to address issues related to racial and economic disparities through the following actions:

- Hiring a consultant, Creative Discourse, to address racial equity within the organization.
  - Established a CCRPC Racial Equity Leadership Team.
  - 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 FY21 we will be holding an Equity Summit and 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 Building Homes Together campaign was initiated by the CCRPC, Champlain Housing Trust, and Housing Vermont (now Evernorth) in 2016. The campaign, supported by over a hundred local and state officials, nonprofits, businesses, and individuals, set a five-year goal of 3,500 new homes in Chittenden County with 20% of them permanently affordable. This amounts to an annual target of 700 overall homes with 140 affordable; the average over the first four years is 787 homes, and only 112 of them affordable. While the 2020 annual progress report showed continued overall success in new housing being created, there is still a persistent lack of affordable homes in our region. More information can be found at <http://www.ecosproject.com/building-homes-together/>.
  - **Public Health:** In response to remote work, education, health care, and other needs prompted by the COVID-19 pandemic state of emergency, the CCRPC has been assisting state agencies and municipalities with a number of pandemic-related planning efforts through the following actions:
    - Identification of locations with free public Wi-Fi for access to the internet.
    - Support with COVID-19 information sharing between Vermont Emergency Management, municipalities, and other partners.
    - Participation in the Governor's COVID press conferences and Vermont Emergency Management's municipal official meetings.
  - **Emergency Management:** During the unprecedented time of global response to the COVID-19 pandemic, CCRPC staff worked with municipalities, state health officials, and the public to relay important updates, resources, and general information about the pandemic. A COVID-19 Municipal Response webpage was maintained (<https://www.ccrpcvt.org/covid-19/>). CCRPC staff assisted Chittenden County municipalities with applications for the Local Government Expense Reimbursement (LGER) grant program to help cover the cost of eligible COVID-19 expenses such as supplies, facility alterations and overtime compensation. In addition to focusing resources on addressing the pandemic in our region, the CCRPC hosted the final meetings of Local Emergency Planning Committee (LEPC 1, <http://www.ccrpcvt.org/about->

[us/committees/local-emergency-planning-committee/](#)) and worked with the state on the transition to a statewide LEPC starting in July 2021. CCRPC staff participate in a wide array of emergency management-related workshops and exercises to enhance resilience to disasters in our region. 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.

- **Regional Energy Planning:** The CCRPC has been continuing to move forward with initiatives to support the Region's Enhanced Energy Plan (<http://www.ccrpcvt.org/our-work/our-plans/regional-energy-plan/>). Implementation activities funded by Efficiency Vermont in FY21 included: Weatherization Wednesdays, a Button-Up Vermont event, statewide RPC roundtables, energy data reporting and training, energy committee technical assistance, and electric vehicle education webinars.
- **Chittenden County I-89 2050 Study:** The CCRPC in collaboration with VTrans, municipalities, and other interested parties is conducting the I-89 2050 Study to assess safety, capacity, multimodal access, resilience, and other transportation and land use issues along the I-89 Corridor and its interchanges within Chittenden County; and to develop a comprehensive multimodal investment plan through 2050. A Vision was established for the I-89 Corridor, as an interstate system (mainline and interchanges) that is safe, resilient, and provides for reliable and efficient movement of people and goods in support of state, regional, and municipal plans and goals. To date, the study evaluated existing multimodal conditions along the I-89 Corridor and its interchanges; evaluated numerous new and improved interchange alternatives; conducted extensive outreach to the public including underserved populations, municipal officials, and other stakeholder groups; and developed bundles of multimodal corridor improvements that will be evaluated in the next phase of the I-89 2050 Study. For more information, please visit the project website at <https://envision89.com/>.
- **Transportation Demand Management:** In partnership with VTrans, CCRPC staff continued the **Way to Go! School Challenge** ([www.waytogovt.org](http://www.waytogovt.org)) as a school-focused K-12 program to encourage sustainable transportation and demonstrate the environmental and financial benefits of non-single occupant vehicle travel. Due to the impacts of COVID-19, the program shifted online to provide resources and encouragement as families were remote, and a two-week spring event was open to all Vermonters to encourage active movement. In 2020/2021, 97 schools signed up, with 32 schools actively participating. Over the course of the 2020-2021 school year, these schools ran 186 events with 20,967 instances of student engagement and 1,988 instances of faculty engagement. 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:** Throughout the past year, the CCRPC has been 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 FY21, the CCRPC staff participated in Association for Commuter Transportation (ACT) meetings (<https://www.actweb.org/>), were involved in GMT's Operations Committee and Board meetings, 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 Tri-Town Area (Jericho, Underhill, Cambridge) Transit Feasibility Study, which was completed at the end of June (<https://studiesandreports.ccrpcvt.org/wp-content/uploads/2021/07/Tri-Town-Study-Final-Report.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. Following the comprehensive E&D program evaluation that began in FY19, the CCRPC has continued to collaborate with committee stakeholders, Green Mountain Transit (GMT), the Special Services Transportation Agency (SSTA) and United Way of Northwest VT to evaluate program improvements for E&D transportation. In FY21, the E&D Committee held four quarterly meetings to discuss program funding, volunteer driver utilization and opportunities to enhance transportation equity within our region.
- **Neighbor Rides:** Beginning in 2013, the CCRPC started to invest in United Way's Neighbor Rides program to integrate volunteer drivers into human services transportation in order to increase access to transportation for seniors and persons with disabilities by offering a lower-cost option (<http://www.unitedwaynwvt.org/Neighbor-Rides>). In FY21, this program shifted its focus to work with community partners on a more collaborative volunteer driver strategy. However, as COVID-19 pandemic evolved, this goal was revised to focus on integrating health and safety strategies within the program.
- **Active Transportation Planning:** 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](http://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 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, participated in Vermont Clean Water Network meetings, assisted municipalities with developing stormwater master plans and implementing Clean Water Block Grant projects, supported education programs such as the Rethink Runoff (<http://www.rethinkrunoff.org>), assisted with watershed resiliency mapping, participated in water quality-focused policy discussions, and was appointed by the Vermont DEC to become the Clean Water Service Provider (CWSP) for the Northern Lake Champlain



Direct Drainages, Basin (5). As the Basin 5 CWSP, the CCRPC will oversee 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:** CRRPC 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 money to participating towns for stormwater improvements related to the MRGP. In FY2021, 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.
- **Intelligent Transportation Systems (ITS) and Bluetooth Technology:** Intelligent Transportation Systems (ITS) technologies enhance transportation safety and increase mobility through the integration of advanced communications technologies into transportation infrastructure. The CCRPC has continued to monitor Bluetooth devices that were deployed along five high-traffic corridors in Chittenden County. Real time speed data from this system will be utilized by the VTrans Advanced Transportation Management System (ATMS) and Traveler Information System (TIS) for the Tri-state 511 system. CCRPC has initiated an update to the ITS regional architecture including updates to the participant list, roles and responsibilities of regional interested parties, service packages, and the ITS project list.
- **Comprehensive Economic Development Strategy:** With federal funding from the US Economic Development Administration, CCRPC began work on a Comprehensive Economic Development Strategy (CEDS) for our region and the Addison, Rutland and Central VT regions -- collectively called the [West Central Vermont CEDS](#). Ultimately 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.
- **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/>).

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

## Summary Report of FY21 Activities

July 1, 2020 – June 30, 2021

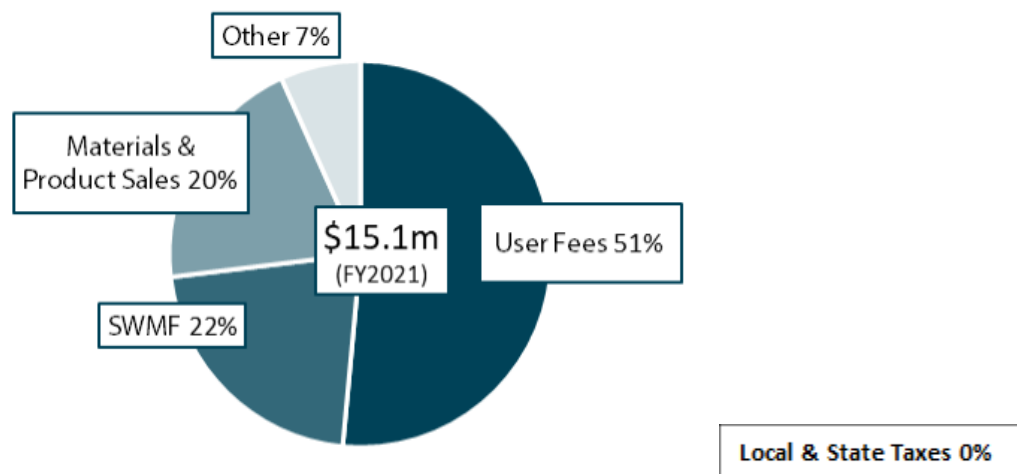
### Governance

The Chittenden Solid Waste District is a municipality created by our member cities and towns in 1987 to implement on their behalf the solid waste management mandates legislated by the State of Vermont. The District is governed by a Board of Commissioners representing our member communities.

### Our Mission

To reduce and manage the solid waste generated within Chittenden County in an environmentally sound, efficient, effective, and economical manner.

### How We Are Funded



**Our revenue** comes from three primary sources:

**User Fees** on materials we accept at our facilities.

The **Solid Waste Management Fee (SWMF)**, a per-ton fee on trash sent to the landfill.

**Sales** of recyclables and products.

***We do not receive any funding from state or local taxes.***



## **FY21 Financial and Operations Summary**

General Fund FY21 expenditures totaled \$11.9 million and revenues \$15.1 million, representing an increase overall with a significant increase in revenue from FY20 (figures are unaudited). Revenue exceeding expenses goes to the CSWD General Fund for capital improvements and reserves.

In Fiscal Year 2021, the District continued to adapt to the changing nature of the COVID-19 pandemic. Operations in all facilities responded to these changes with several innovations and process improvements.

- Drop-Off Centers (DOCs) moved from COVID-19 restrictions to current operating conditions including expanded days of operation at our Essex, Milton, and South Burlington locations and reinstating the acceptance of the most commonly generated materials at all DOCs except Burlington. Less frequently generated, more space-intensive materials remained consolidated at the Williston location for most efficient management. CSWD's Burlington DOC reopened as a food scrap-only facility to improve safety for staff and customers.
- The Environmental Depot, CSWD's hazardous waste facility in South Burlington, implemented an appointment system that streamlined Depot traffic and allowed more time for staff to handle material safely. In FY21, the Depot collected 476,114 pounds of hazardous waste and handled 8,041 customer drop offs. These numbers show a decrease in customer visits from previous years but a significant increase in the pounds received. This trip consolidation means less potential greenhouse gas emissions by customers and improved operational efficiencies.
- The Organics Diversion Facility, where food scraps are processed into soil amendments, saw a blockbuster year with sales 52.5% over budgeted amounts. The pandemic continued to keep most residents at home, and increased gardening and landscaping investments boosted demand for soil and compost products.
- CSWD's Materials Recovery Facility (MRF) in Williston processed approximately 45,763 tons of blue-bin recyclables, which were marketed for \$3,360,630. The overall average value of these recycled commodities increased by 105% over FY20.

CSWD's full Fiscal Year 2021 Annual Report will be distributed to the governing bodies of our member towns and cities and posted on [www.cswd.net](http://www.cswd.net) no later than February 1, 2022.

# DOWNTOWN WINOOSKI 2021

Downtown Winooski is a non-profit organization dedicated to serving all Winooski businesses and building community and economic vitality through events, marketing, collaboration and advocacy. There are many tax and other funding benefits to Winooski that are contingent on having a dedicated downtown organization.

In FY 2021, Downtown Winooski brought residents and regional tourists to the downtown area by hosting free, safe and welcoming community events including the Winooski Farmers Market, Winooski Wednesdays Concert Series, Juneteenth Winooski, Halloween in Winooski, Small Business Saturday, the Holiday Pop Up Shop and more. We pivoted to safe and inclusive virtual events when necessary.

Downtown Winooski continued vital pandemic-related aid to businesses by keeping the community informed about government updates, funding opportunities and providing opportunities for one-on-one or group support for those needing assistance. We will continue to be an outspoken advocate for businesses affected by the pandemic, in particular those that are BIPOC, New American and woman-owned.



SUPPORT INCENTIVES  
and PRIVATE  
INVESTMENTS IN  
DOWNTOWN SINCE



THOUSANDS of engaged  
E-NEWSLETTER  
subscribers and SOCIAL  
MEDIA followers



10,000 people attended  
THE WINOOSKI  
FARMERS MARKET in  
2021



35+ VOLUNTEERS  
contributed more than  
500 HOURS in 2021



COUNTLESS HOURS  
collaborating with  
local organizations,  
elected leaders,  
advocacy groups and  
community leaders



Marketing, advertising  
and PR work to elevate  
and promote individual  
businesses and the  
entire community

# STRONGER TOGETHER

**CONTACT: MEREDITH BAY-TYACK**

[meredith@downtownwinooski.org](mailto:meredith@downtownwinooski.org)  
[WWW.DOWNTOWNWINOOSKI.ORG](http://WWW.DOWNTOWNWINOOSKI.ORG)

60  
*Downtown Winooski builds community by supporting businesses*



## **FY21 GMT Annual Report Summary**

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.

**FY21 Ridership:** GMT provided 2.05 million passenger rides in FY21 with 1.88 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.

**Fleet Replacement:** 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 seventeen new vehicles in FY21. Ten (10) of the delivered vehicles were 18-passenger cutaways buses for use in Berlin and St. Albans, one (1) was a 28-passenger cutaway bus for Burlington fixed route, five (5) were 10-passenger cutaway buses leased to SSTA, and one (1) was a 12-passenger cutaway bus leased to the Town of Essex. GMT had an additional three (3) 40' Gillig buses for Urban fixed route service that were on order in FY21, but they were not delivered until FY22 due to delays in the production schedule.

GMT is in the early stages of developing a fleet electrification plan to lower our carbon footprint. To date GMT has purchased, and is operating, two full-size 40' battery electric buses in Chittenden County. These buses operated a total of 18,700 miles in FY21.

**Capital Projects:** GMT completed the final inspection for the roof replacement project in early FY21 and installed solar panels through a lease agreement with Encore Renewable Energy. GMT also began work with Wiemann-Lamphere on the development of a master plan study for our Burlington campus that includes two buildings connected by a newly constructed ramp. The master plan will incorporate the ability for future expansion of our electric vehicle fleet and will



take a holistic look at operational practices to identify and develop the most effective usage of both properties and facilities.

GMT staff also worked with LN Consulting on the design of cooling improvements at both the DTC server room and the DTC ticket booth. An exhaust fan was installed in the server room, which has shown a dramatic improvement in temperature control in that space. Staff and consultants also developed design and bid documentation for the installation of a split system heating and cooling unit in the ticket booth to provide air conditioning in that space during the hot summer months, as well as, additional heating in the winter. An award was made at the end of FY21 for installation of the new unit to take place in FY22.

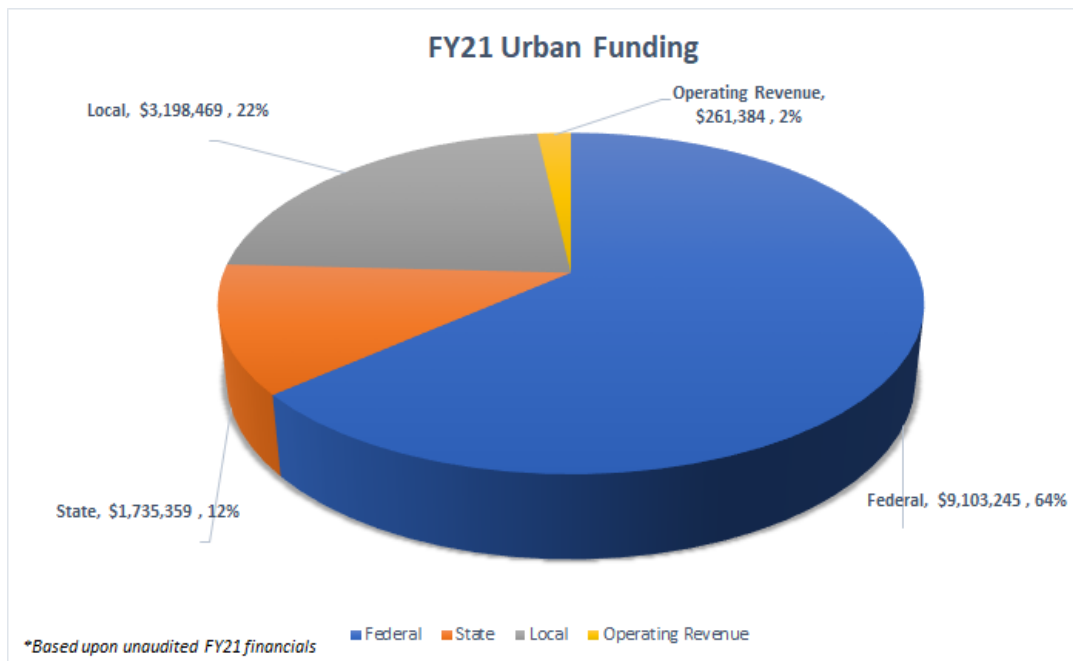
**Justice, Equity, Diversity & Inclusion (JEDI):** GMT created a JEDI committee made up of internal staff, GMT Board Members and the members of the public. This committee meets monthly and led a request for proposals (RFP) process for consulting services to provide staff and Board training, complete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

**COVID-19 Response:** By using federal COVID-19 relief funds GMT was able to operate all of its service without charging a fare in FY21. This provided economic relief to our passengers and created social distancing from our Bus Operators. To further promote social distancing GMT utilized rear door boarding in Chittenden County and implemented on-board passenger capacity limits in accordance with state health guidelines. Face masks continue to be required on all GMT vehicles and indoors at GMT properties.

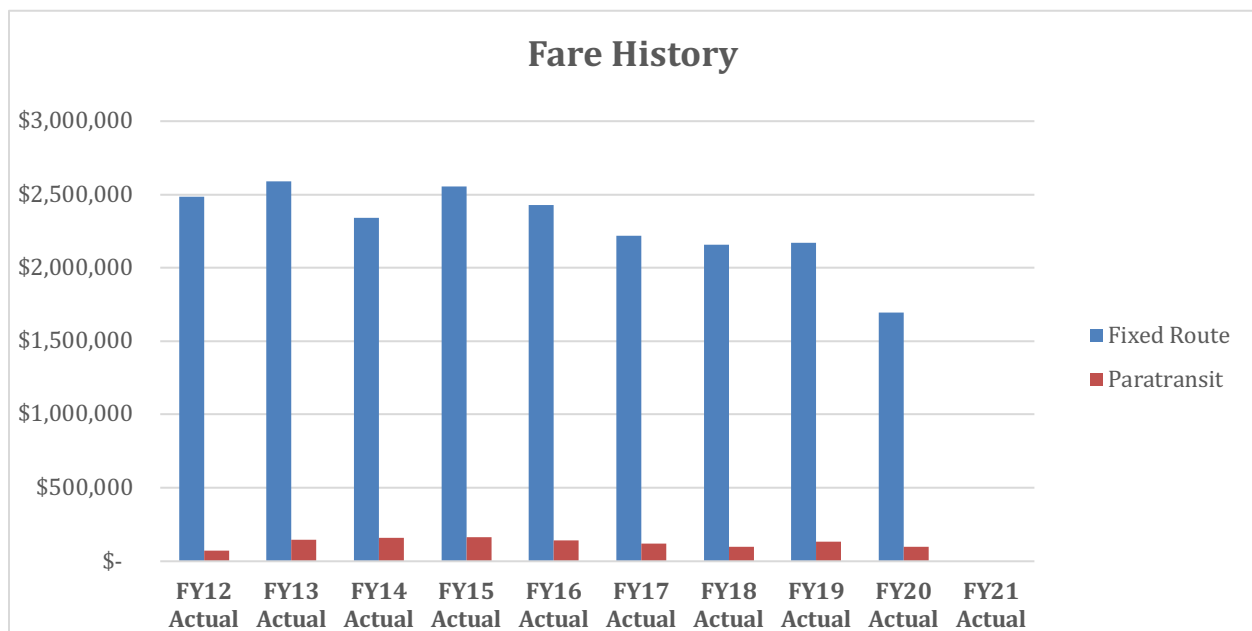
**Financial Information:**

GMT s ended the year with a total operating surplus of roughly \$428.3K and a positive change in net assets of \$185.5K. With an operating surplus of roughly \$39.1K and negative change in net assets of (\$620.5K) on the urban side and roughly \$389.2K operating surplus and positive change in net assets of \$806K on the rural side

GMT's funding mix continues to rely heavily on Federal support, which increased over historical levels due to the influx of COVID Relief funds, which required no local match. As reflected in the charts below both the Urban and Rural systems maintained over a 60% share of GMT's total funding with state, local, and operating revenues making up the remaining share.



Operating revenues as a share of GMT's total funding decreased dramatically for FY21, as fare-free service remained in place. This policy decision was more impactful for the Urban systems revenue mix, with upwards of \$2 million in fares generated annually pre-pandemic.







GMT ended FY21 with a total Fund Balance of \$2,121,058 (unaudited). GMT's Fund Balance Policy includes a benchmark equal to 2 months of operating expenses. At the end of FY21, GMT had approximately 1.2 months of fund balance on hand, or 60% of its benchmark.

For more information on GMT's finances please visit [\*\*ridegmt.com/finance-department/\*\*](https://ridegmt.com/finance-department/).

## 2021 Local Health Annual Report

Twelve Local Health District Offices around the state provide health services and promote wellness for all Vermonters. Additional information about your local health office and related programs can be found at <https://www.healthvermont.gov/local>.

### COVID-19

It has been almost two years since the COVID-19 pandemic began, and in response, our families, schools, businesses, first responders, and countless other groups have worked to better protect the health of our communities. Together we ensured towns had access to the vaccine, testing, and other services needed to make more informed decisions about their health. As of December 1, 2021, approximately

- 494,000 Vermonters received at least one dose of COVID-19 vaccine.
- 546,055 people have been tested and a total of 2,570,835 tests completed.
- Many COVID-19 resources are now provided in over 20 different languages.
- Up-to-date information, including town-level data can be found on the Health Department's website: <https://www.healthvermont.gov/covid-19/current-activity>.

### Public Health Programs

In addition to COVID-19 response efforts, Local Health offices continue to provide health services and programs to Vermont communities, including but not limited to

- In collaboration with Town Health Officers and other local partners, we help Vermonters better understand the relationship between their environment and their health at a time when more of us are spending time at home with our families. Find information about environmental health and lead, asbestos, toxic chemicals, child safety, food safety, climate change, drinking water, and more at <https://www.healthvermont.gov/environment>.
- The WIC nutrition program continues to provide primarily remote access to services with phone appointments. In 2021, an average of approximately 11,300 infants, children, and pregnant, postpartum, and breastfeeding people were served by WIC in Vermont each month.
- As of November 23, 2021, 193,000 flu vaccine doses have been administered. Protecting people from influenza continues to be particularly important as the flu may complicate recovery from COVID-19.

Thank you to everyone involved in supporting these efforts. We look forward to what 2022 brings, to seeing you in the community, and encourage you to stay in touch with us.



# Winooski Valley Park District

Ethan Allen Homestead  
Burlington, Vermont 05408

Tel: (802) 863-5744 Email: [info@wvpd.org](mailto:info@wvpd.org) [www.WVPD.org](http://www.WVPD.org) Fax: (802) 865-0647



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

Nick Warner  
Executive Director

## ***WVPD's Parks***

### *Colchester Pond Natural Area*

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.

### *Delta Park*

### *Derway Cove*

### *Derway Island Nature Preserve*

WVPD'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, WVPD does not own any parkland but is a partner in maintaining Memorial Park and Casavant Natural Area and works closely with JFK Elementary School. WVPD is working with City staff in the implementation of the City's Parks and Open Space Master Plan. Erin Dupuis is Winooski's representative.

### *Donohue Sea Caves*

### *Essex Overlook Park*

### *Ethan Allen Homestead*

The COVID-19 pandemic spurred a sharp increase in outdoor recreation and park usage – a trend that continues as people find respite and enjoyment in the outdoors. At the same time, significant fiscal challenges in each of the seven WVPD member communities have evolved with the pandemic. In response, WVPD has made significant fiscal and operational accommodations, while proactively acquiring resources to manage the increased demands on the WVPD park system.

### *Heineberg Wetlands*

### *Macrae Farm Park*

### *Mayes Landing*

- Program space formerly shared with WVPD summer and vacation camps was fully leased up to Forest Preschool. Additionally, office space in the Annex (WVPD Office) Building was converted to expand childcare capacity - and add lease income to WVPD. Look for new partnerships and programming over the next year as WVPD re-tools and expands its commitment to environmental education.

### *Muddy Brook Park*

### *Muddy Brook Wetland Reserve*

- WVPD obtained City/State/Federal grant funding to install air filtration, facilitated state and federal support to ensure tenant solvency, crafted signage and public messaging around COVID protocols, and worked with partner agencies to network and share resources.

### *Old Mill Park*

### *Riverwalk Trail*

### *Salmon Hole Park*

### *Winooski Gorge*

- WVPD did not hire seasonal staff in summer of 2020, and a full-time position was phased out. WVPD continued parks maintenance and operations throughout the pandemic with reduced staff. Focusing on maintaining trails and structures, major projects were also advanced, including the repair of a badly damaged bridge on Riverwalk, entrance improvements at Wolcott Family Natural Area (park opening fall 2021), continued restoration of Derway Cove, multiple tree plantings, signage upgrades and installation – along with the facility upgrades referred to above.

### *Wolcott Family Natural Area*

### *Woodside Park*

### *Valley Ridge*

WVPD member towns have continued their financial support of WVPD, and by the end of FY21, seasonal staff were back on board, deferred maintenance and project planning were ramping up, a grant for a new signage obtained, and capital upgrades funded through grants and donated services. Taking lessons from the past 18 months, WVPD will continue to strive to be efficient, welcoming, creative, and proactive going forward.



**Financial Sustainability:**

WVPD provides fee-for-service project services for a variety of non-profit and municipal clients, leverages volunteer time, and obtains grant support for acquisitions and major projects. Volunteers from local schools and community organizations contribute hundreds of hours of labor annually to WVPD parks removing invasive plant species, picking up trash, assisting with programs and events, and repairing trails. Grants secured in FY21 include funding from REI to support operations, LCBP funding for IT/computer upgrades and a complete makeover of park system signage, and a Recreation Trails Grant supporting significant upgrades on the Riverwalk trail. WVPD continues to obtain new grants and sponsorships for future projects, acquisitions, and operations.

**Activities for Residents and Tourists:**

WVPD's 19 regional parks are all managed for permanent conservation and 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.

The Ethan Allen Homestead Museum (providing tours of Ethan and Fanny Allen's 1787 restored farmhouse, historic lectures, programs, and special events) and Alnôbaiwi (an intertribal Indigenous Cultural organization) provide a broad range of experiences, cultural enrichment, and public education. Co-located at the Ethan Allen Homestead barn facility, these organizations provide an important public service - and funding streams for WVPD.

**Examples of Activities with WVPD's Partner Organizations in FY21:**

- Seventh Generation: Volunteer Day to repair picnic tables
- Burlington Area Community Gardens: landscape upgrades
- Burlington Wildways: partnership to expand and steward trails
- Burlington Forest Pre-School: Ethan Allen Homestead riparian planting
- Intervale Center: Riverwalk trail repairs and connecting trails
- Lake Champlain Land Trust: conservation partner for Derway Cove naturalization
- Lake Champlain Committee: Asian Clam/Freshwater Mussel Research
- New Farms for New Americans: farm area upgrades, new plan for expansion
- U.S. Fish and Wildlife: volunteer day at Riverwalk to repair boardwalk
- Vermont Fish and Wildlife: fish monitoring stations at two WVPD locations
- Winooski Natural Resource Conservation District: Macrae Park - Trees for Streams Project

**Programs at WVPD Parks:**

Multiple school groups, local Colleges and Universities, and other conservation focused organizations utilize WVPD'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 WVPD's Ethan Allen Homestead. WVPD is working to expand these opportunities through building new partnerships and enhancing existing relationships.

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, WVPD will continue to prioritize high value conservation properties for acquisition and management. WVPD has and will continue to provide services in park planning and park maintenance. WVPD's presence in Winooski greatly enhances education, conservation, and recreation. 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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Winooski VT 05404  
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