



CITY OF BURLINGTON, VERMONT  
CITY COUNCIL COMMUNITY DEVELOPMENT &  
NEIGHBORHOOD REVITALIZATION COMMITTEE  
c/o Community & Economic Development Office  
City Hall, Room 32 • 149 Church Street • Burlington, VT 05401  
802-865-7144 VOX • 802-865-7024 FAX • [www.burlingtonvt.gov/cedo](http://www.burlingtonvt.gov/cedo)

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**Councilor Evan Litwin (EL), Chair, Ward 7**  
**Councilor Carter Neubieser (CN), Ward 1**  
**Councilor Allie Schachter (AS), East District**

**CDNR Committee Meeting**  
**Tuesday, February 3, 2026**  
**10:30 – 11:30 AM**  
**Sharon Bushor Conference Room, 1<sup>st</sup> Floor – City Hall**

**Committee members:** Evan Litwin (EL), Allie Schachter (AS), Carter Neubieser (CN)  
**City Staff:** Christine Curtis, CEDO  
**Other Attendees:** Andrea Viets, Heineberg Senior Center

**Draft Minutes**

**Meeting Started at 10:32 AM**

1. Approve agenda

MOTION by Councilor Schachter, SECOND by Councilor Neubieser, to approve the agenda

VOTING: unanimous; motion carries.

2. Approve Minutes: 12/17/25

MOTION by Councilor Schachter, SECOND by Councilor Neubieser, to approve the minutes

VOTING: unanimous; motion carries.

3. Public Forum

The programs and services of the City of Burlington are accessible to people with disabilities.  
For accessibility information, call 865-7144. For questions about the meeting,  
contact Christine Curtis at [ccurtis@burlingtonvt.gov](mailto:ccurtis@burlingtonvt.gov)

- Andrea Viets had questions about what falls under required vs non-required categories for Regional Programs. She stated that Heineberg Senior Center cannot remain open without these funds from the City.

#### 4. Work session: Regional Programs Budget

- Committee members discussed the structure and management of Burlington's regional programs budget, with particular attention to creating a more organized process for distributing funds. The group reviewed a model from Essex Junction that could serve as a framework for Burlington's approach, which would likely need to be adapted to fit Burlington's specific needs. The committee identified three main buckets for regional programs: core responsibilities, regional services, and regional sponsorships, with particular emphasis on how to handle the largest grants over \$50,000. The discussion included how to balance transparency with administrative efficiency, and the group agreed to explore inviting organizations receiving significant funding to present their impact data to the committee.

#### 5. Adjournment

- ADJOURN at 11:31 a.m. by Councilor Litwin with no objection