



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

Councilor Brian Pine, Chair, Ward 3

Councilor Karen Paul, Ward 6

Councilor Ali Dieng, Ward 7

Monday, July 1st, 2019
6:00 - 8:00 PM
City Hall – Conference Room 12

Draft Agenda

1. Review Agenda (5 minutes)
2. Approve Minutes (5 minutes) 6/6/19 and 4/22/19
2. Public Forum (10 minutes)
4. The Neighborhood Project – Discussion of report recommendations (1 hr)
Gillian Nanton, CEDO
5. Next Steps (5 min)



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Councilor Brian Pine, Chair, Ward 3

Councilor Karen Paul, Ward 6

Councilor Ali Dieng, Ward 7

Committee Members: Chair Brian Pine (BP), Councilor Karen Paul (KP), Councilor Ali Dieng (AD)

In attendance: Ian Jakus, Joe Speidel, Bill Ward, Gillian Nanton, Caryn Long, Sandy Wynn, Carol Livingston, Rebecca Thompson, Mary Danko, Councilor Sharon Bushor

Thursday, June 6th, 2019

5:30 – 7:00 PM

City Hall – Conference Room 12

Draft Minutes

1. Review Agenda (5 minutes)

BP commenced meeting at 5:30

KP made a motion to change order of the meeting - motion to switch the #4 agenda item 'The Neighborhood Project' and the #3 agenda item the 'Update on the Early Learning Initiative'

BP seconded the change in the agenda.

2. Public Forum (10 minutes)

BP notes that there will be further opportunity to speak during the agenda items.

3. The Neighborhood Project - Discussion of report recommendations (45 min)

Gillian Nanton, CEDO

BP asks Gillian Nanton, Assistant Director, CEDO to work through the recommendations and lay out the scope of work.

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contact Gillian Nanton at Gnanton@burlingtonvt.gov

GN explains the task assigned by City Council on April 29 was to prioritize recommendations and report back to council end of July.

There was agreement in prioritizing the recommendations relating to quality of life enhancements.

BP asked for an update on current efforts by Code Enforcement and UVM.

Bill Ward, Director, Code Enforcement said working with Gail Champnois at the UVM Community Coalition for move out day this year was a big success, four dumpsters. One of Code Enforcements greatest successes is identifying the ongoing problem properties for strategic approach. Often times nuisance complaints do not result in tickets so this requires sharing of police data on nuisance complaints and early intervention.

KP stated that she will personally call landlords if there are issues, this happens less frequently now.

Joe Speidel, UVM, said the University is starting an online education for renters that will be mandatory, including fair warning for any renter that they would sign off on and then that will serve as warning for future action.

Bill Ward said there are some landlords that are repeat offenders, in cases where the tenants have substandard living conditions. The new report card instituted by inspections – the problem properties/units have to be re inspected more frequently. There are issues that go beyond safety like ‘four unrelated’ ordinance, and non-sanitary trash which is currently a \$100 fine. He suggested increasing the fine for non-sanitary trash to \$500 would be helpful. Many landlords will contest the tickets, but many will just pay, but if a property owner appeals then it goes to a jury trial.

Councilor Sharon Bushor stated that on East Ave, there was illegal dumping. She said that spring cleanout has negative consequences, because the students who live in many areas think they can leave everything out on the tree belt and they don’t get picked up everywhere. Dealing with trash left illegally how do we deal with that?

Bill Ward responded that the flyer for move out day does say that you cannot leave things on the greenbelt. Not doing spring move out would make it a lot worse.

AD asked if the good landlords get rewarded.

Bill Ward responded that Code Enforcement leaves the good landlords alone, with a longer time for re inspection, which is what they want.

Joe Speidel said that there are other ways to work with landlords. Treating rentals like businesses. Joe said he is willing to do some research on this.

The CDNR Committee members agreed that UVM should pursue this research about how to really approach landlords as a business. UVM determined that they cannot recommend specific landlords.

Caryn Long asked Joe to look into how to enforce the 'four unrelated' ordinance.

Joe Speidel responded that from what he has heard other communities are doing the same things, and have the same challenges.

Bill Ward said that Code Enforcement has 9 'four unrelated' cases this year. If someone is willing to lie, it is hard because they get 48 hours notice before an inspection. This year the City has received \$22,000 from the penalties for violation fees.

Carol Livingston said she heard this issue about the cost on campus housing.

Joe Speidel said that UVM is currently doing a housing study. The reasons for living off campus have not been financial in the past. He said comparing off campus and on campus housing costs is difficult because many additional services are included for on campus housing.

KP asked to go through the other recommendations in the other 2 categories, or come up with a response to some of the steps.

Gillian Nanton explained there are potential issues where demographic changes are leading to single family homes being converted to rentals. Building more student housing did come out of this as the number one recommendation, secondly creating a property acquisition fund.

Carol Livingston asked if there was any regulation to impede that conversion from happening?

BP said we have long looked at this, and there is really no way to stop that from happening. You can't stop someone from selling to an investor.

Caryn Long said there are people who would like to buy but are being outbid.

Sandy Wynn said there was a house on Loomis that was in terrible shape that was converted back into a single family home but this is rare.

Caryn Long said we should set up a fund to provide assistance with those conversions.

Ann said the solution is for UVM to build more housing, either on campus or off campus.

Karen Paul said that UVM will be getting their housing study completed and will be having more conversations with leadership there. Students want to live off campus for independence and privacy. It is up to UVM to build housing that will satisfy these requirements. If landlords can no longer sell by the bed they will either sell, or improve their property. As a first step UVM needs to explore the Trinity Campus.

Sandy Wynn said that UVM needs to lift their status as a dry campus because that has driven students off campus. There used to be a strong differential between homestead tax rates versus investment property, but that benefit for homestead has been largely reduced. Local lenders have programs to renovate properties, we don't need to recreate the wheel, so be cautious about this. Burlington needs to reassess properties because they are severely under appraised.

KP said when the balance has tipped toward absentee landlords in neighborhoods it is really unfortunate, but we should prioritize the ones where balance between single family and multi-family can be maintained. There are cases when sellers will prioritize sales to non-investors, but it takes a community effort. KP suggested that in regards to Trinity Campus housing, it would be meaningful if it could happen, although it would be great if it could accommodate more students.

Sandy Wynn said that Real Estate agents are really driving this issue when they push for a fast sale and a commission.

AD said there should be a cap for UVM to target a certain percentage rate of on-campus housing.

BP stated that there are already agreements with UVM that regularly renegotiated to this end.

4. Update on Early Learning Initiative (20 min) Rebecca Reese, CEDO; Brian Lowe, Chief Innovation Officer

Rebecca Reese presented on the 2019 capacity grants (attached) and the First Step Scholarship.

Discussion of handout explaining the Early Literacy Outreach Program (attached).

Mary Danko said that the library could provide home daycares with a once a week literacy program. The providers like it because it gives them respite and provides interaction for the kids.

BP asked how many kids they are reaching.

Rebecca Thompson responded she personally is reaching about 50 with the additional volunteers roughly 100.

Mary Danko said that they would like to create a limited service position for which they have most of the funding, but need additional to fill the gap.

Brian Lowe said it is a great investment to leverage connection with the library.

BP asked how many kids are in home childcare.

Rebecca Thompson responded that most home providers are not registered but that there are 17-19 providers that are registered but not high quality.

Brian Lowe explained that with some funding from ELI Capacity Grants this program could help bridge the gap to these home providers that they are not currently reaching.

AD suggested offering the program outside of home daycare providers to events.

BP referred to the Old North End Enterprise Strategy that created a network of home daycare providers but that it was not maintained.

AD made a motion to support the 2019 Capacity Grant recommendations including the addition of funding for the Early Literacy Outreach Program. The motion was seconded by BP, unanimous approval.

The meeting was adjourned at 7:15



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Councilor Brian Pine, Chair, Ward 3

Councilor Karen Paul, Ward 6

Councilor Ali Dieng, Ward 7

Committee Members: Councilor Brian Pine (BP), Chair, Councilor Karen Paul (KP), Councilor Ali Dieng (AD)

In attendance: Ian Jakus, Todd Rawlings (TR), Joe Speidel, Caryn Long, Sandy Wynne, Carol Livingston, Linda Rizvi

Monday, April 22nd, 2019

5:30 - 7:30 PM

645 Pine St. Front Conference Room

Draft Meeting Minutes

Meeting called to order at 5:40 PM

- 1. Review Agenda (5 minutes)**
- 2. Public Forum (10 minutes)**

Caryn Long stated that she has lived on Henry Street for 19 years and does not feel the CDNR committee has gotten very far on neighborhood revitalization. Homes are further deteriorating and properties where homeowners have moved out and have been converted to student housing. She said that there needs to be enforcement of existing ordinances such as four unrelated, minimum housing standard, lot coverage. One homeowner nearby is building an addition style ADU in order to rent the primary home to four students with only two parking spaces. Would like the CDNR committee to really take this on because several houses have been lost just recently.

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Sandy Wynne stated that single families can't compete with the cash flow that they can provide to landlords as rental units. They are fast quick deals and are going for up to 2 million. 59 multi-family units were sold in the last 12 months. For the newer members of the council every study for the past 40 years has come to the same conclusion, which is that UVM needs to house more students.

Carol Livingston – Stated that UVM has not taken responsibility for the community impacts, and they need to be held accountable. The ward 1 & 8 NPA cares about good landlords, and housing that is safe and effective, so as an NPA we are looking for leadership around having this conversation in a community wide way rather than just focusing on one angle. She suggested this take place at the upcoming housing summit.

Caryn Long said that Carol Livingston's neighbor is moving out and turning their home into an Air BnB. Which she heard is illegal

Brian Pine responded that it is allowed if you get permitted as a bed and breakfast.

3. Presentation on CDBG Action Plan and CDBG Advisory Committee Funding – Todd Rawlings, Acting Assistant Director, CEDO

Todd Rawlings provided background of the Community Development Block Grant program and process.

- Burlington is an entitlement community, and Burlington has to create a plan on how to use this funding which is the Action Plan. It includes CDBG (\$800,000) and HOME funds (\$400,000) on a yearly basis. FY 20 starts July 1st and runs for one year.
- The City Council Board of Finance will need to approve this Action Plan. April 29th there will be a public hearing at the City Council. May 13th Board of Finance will adopt and accept the plan.
- The CDBG Advisory board includes members of the NPA's, a representative from each ward, 3 seats for Mayoral appointees and one seat for the state. This group makes recommendations to the City Council through the Action Plan. There are development projects and public service applications. The maximum amount of the total funding that can be used for public service is 15%. See attached 2019 CDBG and HOME Funding and Projected Outcomes. The board is now able to make one and two year awards to try and give stability to grantees and also would allow the City to administer the program more efficiently.
- The HOME program accepts applications on a rolling basis.

KP asked how you address programs that you could not award the money to. How do we proceed when we cannot provide funding? In the past this has been an issue for some who did not get funding.

CL said that she has worked on the CDBG advisory Committee sees that YouthBuild is not funded and I think there is a real need for teen programming of this sort.

Councilors Brian Pine and Karen Paul discussed City Regional Programs funding which is \$2.5 million from the general fund for regional organizations that serve Burlington. For instance CCTA receives nearly half that funding to provide services. KP said that the application process is difficult.

AD asked about the application process for CDBG.

TR explained that typically the letter of interest is submitted in September, and if selected a full application is submitted in January. The CDBG advisory board meets 3 or 4 times and they make their recommendations. The priorities are set by the consolidated plan, where 5 year goals are set and won't be reviewed again until 2022. Each year there is an Action Plan and a CAPER which reviews progress.

AD stated that he would many of the organizations awarded serve regional populations and he would prefer if this could be more specific to neighborhoods.

BP responded that all these grantees are based in Burlington and said that the City used to give CDBG to neighborhoods for neighborhood projects, but the administrative burden was so high, and the administrative requirements so much that this was discontinued.

KP said that there is a representative from each ward which sits on the CDBG Advisory Committee.

CL said that the City used to receive PILOT funds from UVM that would go to the schools, that we have now lost. Most of it has now gone to early childhood. These CDBG funds should be spread out to also include all age groups. We are focusing a lot on the early childhood and not older children.

BP said that much of the ELI money is being used to scholarship money which does go directly students. We need to follow up on the issues that were raised about the neighborhoods tonight.

KP stated that it's important to support the work that the advisory committee has done in making these recommendations. As a whole they are reflective of a process and initiatives that provide assistance for lower income residents. It is difficult to go back through and question the committee's motives without having been in the room. Also given the application process and CDBG requirements it's hard for smaller organizations to be able to use this money.

AD said that it is important as a member of the committee to ask questions, not just support good work that has been done. A lot of this money is allocated to organizations that are well financed that take care of children where families are stable but we do not fund organizations focused on homelessness. The priorities are clear, but most of these organizations don't serve people of Burlington and serve people outside of Burlington.

BP said that many of these organizations do operate throughout the county but draw their funding from different sources. Yes many of these are large organizations, but they have to access this money and they have to get money from many different sources.

AD said that he will vote to move this forward but would like this committee to think about how this funding is really effecting Burlington neighborhoods

KP said that she agrees the more that we can do to ensure the money is serving residents and neighborhoods, and there are a number of these programs that are not just Burlington focused. Many organizations will go outside to get funding because they have to.

AD asked hypothetically if the vote failed today, what would we do.

KP stated that any councilor could sponsor this, it doesn't require the CDNR committee to sponsor. We should set aside to revisit this in the future.

KP made a Motion to support the recommendations as presented by the CDBG Advisory Committee. Ali Dieng seconded the motion. Unanimous decision.

4. CDNR Committee Planning Discussion

BP said that based on the issues raised earlier we should have Bill Ward come in.

KP said that she has wanted to be on this committee, because of her longstanding involvement in neighborhood quality of life issues and is proud of the work that has been done in ward 6. There are ways to address homes that are sold. In response to the earlier public forum KP said that having councilors calling landlords and homeowners is critical in addressing these issues. Additionally Bill Ward and inspections have gone through the process of creating a ratings system for properties. It is challenging when landlords can offer large sums of money for these properties.

AD said that we need to move this meeting into the communities. We should have the goal to have this meeting in different areas of the City. We could take on the issue of how to better work with the NPA's. Another issue to take on is that we have many businesses popping up. We could consider how to beautify businesses to help them. Maybe there could be a small fund to assist with this. We have an agreement with Burlington and the major institutions about housing. I would like to understand better these agreements from the Mayor's office. He would also like one day for the HR committee to join the CDNR committee.

BP said that we can invite Joe Speidel from UVM back to discuss the PILOT payment agreements in more detail. He would also like to focus on neighborhood quality of life with Bill Ward.

Karen Paul made a motion to adjourn. Seconded by Ali Dieng.

Meeting adjourned at 7:06



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Councilor Ali Dieng, Ward 7

Attending: Chair Brian Pine (BP), Councilor Karen Paul (KP), Councilor Ali Dieng (AD), Councilor Sharon Bushor , Councilor Adam Roof , Ian Jakus (CEDO), Gillian Nanton (CEDO) (GN), Joe Speidel (UVM), Dave Hartnett, Sandy Wynne, Jonathan Chapple-Sokol, Devin Bates, Linda Rizvi, Anne Brena, Caryn Long

Monday, July 1st, 2019

6:00 - 8:00 PM

City Hall – Conference Room 12

Draft Minutes

Meeting convened at 6:02

1. Review Agenda (5 minutes)

There were no changes

2. Approve Minutes (5 minutes) 6/6/19 and 4/22/19

The committee decided to hold off until the next meeting, to give time for reviewing minutes.

3. Public Forum (10 minutes)

Caryn Long said that on the streets surrounding Henry St. the city aided landlords in allowing duplexes even though there was not adequate parking. Caryn is concerned about water quality issues with enforcing lot coverage. Councilor Jack Hanson was told that the city doesn't have enough money to enforce the parking regulations. The excess storm water is causing issues with the quality of the lake water. She said the City needs to enforce the four unrelated ordinance. Need to give landlords notice and then fine them each day after noncompliance.

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Sandy Wynne said that investors are buying more properties, it has not yet reached a critical point, but some streets like North Willard St. have become dominated by investment properties. She asked if we have the political will to enforce the laws.

Jonathan Chappel-Sokol said investors are being given waivers, making it more lucrative to turn the homes into rentals. Code enforcement will have an impact on affordability, but it can't stop there. Conversions need to be stopped, and some multi families should be converted back into single families.

Caryn Long said she filed a formal complaint and got a snarky reply. She took pictures and witnessed all the violations, and parking on other properties illegally. She said that if we are going to great length and great expense to save Lake Champlain, why we aren't enforcing these laws related to parking.

4. The Neighborhood Project – Discussion of report recommendations (1 hr) Gillian Nanton, CEDO

BP said these recommendations can happen on parallel courses, and some are short, medium and long term.

GN summarized the remaining recommendations recommended strategies 2 and 3 in the Neighborhood Project that had not been discussed.

KP said she didn't realize how many institutions had been reached out to by the consultant. Asked if CEDO waiting for this to be a priority, are there other places that have done these recommendations, and have done it successfully.

GN responded this fund would require additional work, to get examples from other cities, to develop this idea and there are additional resources for this.

BP asked Joe Speidel when the UVM housing study will be released.

Joe Speidel responded that he expects it will be released sometime this summer.

Caryn Long said that she has heard from students that Trinity Campus is not a desirable location, and that the dry campus status deters people from staying on campus.

Linda Rizvi said that in high density neighborhoods ADU's are not allowed in Burlington, contradicting the state law.

Councilor Sharon Bushor asked if she would be able to access additional information from the consultant that she was not given when asked.

Councilor Adam Roof said that we don't have a middle market that can afford to buy in Burlington, especially first time home buyers. There are more landlords with buying power, if that acquisition fund could support those people that would help.

Sandy Wynne asked Joe Speidel if the UVM study is looking at the impact in South Burlington or just Burlington.

Joe Speidel responded that they are looking at properties on campus that could be developed for upper class students, faculty and staff. We have worked with South Burlington to make sure that services are available to them.

BP said that he encountered the misunderstanding about the housing replacement requirement; when a triplex is converted to a duplex, the housing replacement requirement does not kick in, only when the use changes.

Councilor Bushor suggested the committee target neighborhoods that are on the brink, not neighborhoods that are already very unbalanced, and these should be identified.

Joe Speidel said that parking is something we should look at in terms of making owner occupied duplexes easier. Joe suggested requiring owner occupancy for getting financial help. Also condos should be looked at, to increase homeownership opportunities.

BP responded that the condo market is very difficult in Burlington. The financing risks are high, and historically that is why there has been few condos developed.

Sandy Wynne asked how an owner occupied requirement is enforced once the property is sold. She said in many cases, if there are homes sold that have tenants, they can't be financed with residential mortgages because they cannot be immediately occupied.

Karen Paul said that one thought was that it be in the deed that the property is transferred to another owner occupant.

Dave Hartnett said that this conversation came up with Homeshare VT. That it should be a top priority, to allow ADU's to assist with aging in place where an extra unit could be used for assistance through a home sharing agreement. This might make it more attractive for caregivers.

KP said in the first recommendation regarding quality of life— there is no silver bullet. Vigilance, consistency and intervention is required. Her experience has been that problem properties are not the tenants but they are the landlords. When it comes to clarifying the existing ordinances, she suggested raising the minimum standards. Thanks to Bill Ward and his staff all properties have received new ratings. There are lots of students who need a place to live, we need to know what number of students that UVM can house on campus that would have a meaningful effect on the market.

AD said we must build more housing in order ensure that there is enough. UVM should house a greater amount of their students. He asked what the implementation timelines for these recommendations are. We need to be bold with our partners. In terms of quality of life, we need to keep on pushing. Working with Bill Ward would be helpful.

Gillian Nanton responded that for creating an employer assisted housing program it would require 1 to 3 years based on the consultant report.

Joe Speidel responded that in terms resources for code enforcement, fees should be increased, and suggested money from the UVM agreement could go toward resources, rather than having it just go into the general fund.

Councilor Roof said that in terms of UVM on campus housing, enrollment increases should be taken into account. He suggested starting on landlord licensing.

BP said that predicting what the demand is going to be for student housing in regards to enrollment will be included in the UVM housing report. The demographics are not looking good for growth of higher Ed.

Councilor Bushor said that she has been working on a plan for a landlord licensing program. UVM does not mandate that upper classmen and graduate students must live on campus so that is an issue. She asked how would an employer assisted housing fund work. Also the criteria for an acquisition fund.

BP responded that the concept is that institutions benefit from healthy neighborhoods, and give employees money for down payment assistance usually, and then over time the loan may be forgiven. An acquisition fund would be like a real estate investment trust that would be able to intervene in the market to buy properties to prevent them from becoming investment properties.

Joe Speidel said that UVM would think about employer assisted housing, but also other employers, such as Seventh Gen or Dealer would need to be in. For an investment fund, in some cases the City itself is funding it, such as State College PA. This might require increasing the Housing Trust Fund.

Caryn Long said that fines should be raised and the minimum housing issues be enforced more rigorously. It's not that we shouldn't have rental properties, it's really the big landowners that are not well maintained. And we need to go after these people.

Councilor Roof said that each year the turnover happens in the summer. State law makes enforcement difficult, to get through the due process, and this needs to be part of the solution.

KP said she wants to receive more information from Kevin. Bill Ward is also interested in seeing some of the minimum housing standards increased, now that we have implemented the first round of the new ratings system. Tenants come and go, but landlords are consistently the problem.

GN said there is still \$7,000 left. He has some basic estimates about what it would require to get Kevin to continue.

KP said she would like to know what more would be needed to get the rest of the way with a plan for an investment fund. Also how the City is moving forward with Accessory Dwelling Units.

BP said that CDNR needs to develop an action plan.

AD suggested inviting Kirby Dunn to discuss ADU's. Need a better definition of the employer assisted housing fund, and the property acquisition fund.

5. Next Steps (5 min)

Monday, July 22 5:30