



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 Sarah Carpenter, Chair, Ward 4
Councilor Zoraya Hightower, Ward 1
Councilor Joe Magee, Ward 3

Thursday, March 17th, 2022

5:00 PM – 7:00 PM

****Virtual meeting only****

Attend via Zoom by clicking the link below:

<https://us02web.zoom.us/j/89673632802>

Telephone: +1 929 205 6099

Webinar ID: 896 7363 2802

To participate in public forum please email Christine Curtis before or during the meeting:
ccurtis@burlingtonvt.gov. Comments can also be made during the meeting by using the raise
hand function or the chat function.

Draft Agenda

1. Approve agenda
2. Approve minutes: 2/17/22
3. Discussion of Montpelier Encampment Response Policy - Cameron Neidermayer, Assistant City Manager, Montpelier
4. Camping Ordinance proposal – Paul Dragon, CVOEO; Ken Russell, Executive Director, Another Way, Montpelier
5. Public Forum
6. Discussion on Tax Policy Research proposals
7. Update from CEDO on emergency shelter pod project
8. CEDO – ARP / HOME Public Hearing
9. Other Business
10. Adjournment

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For accessibility information, call 865-7144. For questions about the meeting,
contact Christine Curtis at ccurtis@burlingtonvt.gov

**CITY OF MONTPELIER
ENCAMPMENT RESPONSE POLICY:
Part I. HIGH SENSITIVITY AREAS**

Policy Summary:

The City of Montpelier and its staff shall take a general non-involvement approach to any found emergency sleeping camp sites, with the particular lens of not criminalizing people creating shelter due to a lack of housing. Staff will intervene and ask encampments to relocate if they are found in “high-sensitivity areas” meeting specific health and safety criteria as outlined in this policy. Staff shall offer to connect people sleeping in “high-sensitivity areas” to any available overnight shelters (a public or private shelter, with an available overnight space, for an individual experiencing homelessness, at no charge).

This Policy Aims To:

1. Establish criteria for determining “high-sensitivity areas,” where encampments are presumed to cause unreasonably high levels of health and safety impacts due to the nature of the location;
2. Emphasize the continued illegality of emergency sleeping encampments, except during times when shelter space is full.

High-Sensitivity Areas:

“High-sensitivity areas” are locations where the health and safety impacts of encampments have a heightened potential to degrade public safety, public health, environmental protection, or critical infrastructure or have the potential to create significant obstruction to residences, businesses, emergency routes, and rights-of-ways.

These areas include public facilities where the presence of encampments could disrupt environmentally sensitive areas, City operations, School operations, and/or present a health or

safety concern to City Staff, School Staff, or Montpelier residents using the facilities. They may also be areas that present significant safety concerns for those who are sleeping.

An encampment in an area that meets this definition is in a per se “high sensitivity area.” In addition to this definition, City Staff shall use any of the following factors for determining whether an encampment is located in a “high-sensitivity area”:

- ***Public health factors:***

- Confirmed case of infectious disease(s) present at encampment;
- Excessive animal or vermin vector hazards (e.g., rats) present at encampment;
- Presence of biological vector hazards (e.g., blood, fecal matter) present at encampment;
- Camping on or encroachment of the grounds of a facility tied to public health (e.g., water treatment or water resource recovery facility) where such activity is interfering or likely to interfere with the operations, integrity, or public health obligations of the facility;
- Notice of public health emergency at a site of an encampment declared by a local, state, or federal public health entity present at encampment; or
- Need for cleaning or restoration, at the encampment site, as identified by City staff.

- ***Public safety factors:***

- Location of an encampment at or on ground adjoining a school, childcare facility, adult day-care facility, or other public facility with serving a young or vulnerable population;
- Location of encampment is on privately owned land and the City has been requested to intervene;
- Location of encampment is on public land where individuals have a private easement or ownership interest or where the City owes a duty to maintain

said lands in perpetual care to the benefit or partial benefit of private individuals (i.e. City cemeteries);

- Location is within 50 feet of the property boundaries of private property (unless adjoining owner consents); Montpelier water treatment facility, Montpelier water resource recovery facility, or Montpelier-Roxbury School District property;
- Individual is a registered sex offender and the location is in violation of his or her on-going terms of probation, parole, or release;
- Location of encampment obstructs or impedes the right-of-way, lane of traffic, bike lane, hydrant, or ADA access;
- Location of encampment such that First Responders (including, but not limited to, Fire, Police, and any health care workers), are impeded in performing their essential government functions;
- Pervasive criminal activity present at encampment;
- Damage to essential infrastructure (e.g., reservoirs, bridges, public utilities, drainage and sewer systems) present at encampment;
- Excessive amounts of waste/garbage/debris as determined by City Staff present at encampment;
- Excessive fire hazards and/or calls for service as determined by Fire and/or Police, including unpermitted outside fires present at encampment;
- Presence of open electrical splices or illegal wiring present at encampment; or
- Storage of tires, gasoline, or propane tanks, and unsafe storage of combustible materials or accumulation of combustible waste present at encampment.

- ***Environmental protection factors:***

- Location of encampment is in an area that is protected, deemed sensitive, or protected from development by federal, state, or local law, such as a wetland, vernal pool, or steep slope;
- The Location of the encampment is within a federal, state, or locally recognized wildlife habitat area;
- The Location of the encampment is interfering with a park, wilderness environment or wildlife habitat;
- The Location of the encampment is in an area where there is concern with erosion;
- The Location obstructs or impedes an established outdoor activity or use, such as mountain biking or hiking;
- Location is an area that the Parks Commission, City Staff, or the Conservation Commission have deemed to be environmentally sensitive or fragile; or
- There is evidence of impairment of a natural resource(s) as a result of the encampment.

Purpose of Designation:

Any designation or action taken under this policy is not intended to penalize an individual found camping under emergency circumstances. Rather this designation is to prioritize the removal and relocation of such individuals in recognition of the public health, public safety, and/or environmental protection issues implicated by the site or circumstances.

Nothing in this policy is intended to permit or affirmatively allow individuals to camp or locate a campsite on public property owned by, controlled by, or within the boundaries of the City

of Montpelier. This policy is intended to address emergency situations where individuals without other resources have been left with no other option apart from camping.

The City recognizes that individuals in these emergency circumstances may not know or be aware that they are siting an encampment in a high sensitivity area. The purpose of this designation and policy is, in part, to educate and assist such individuals in connecting with community services and/or relocating to a site that will not implicate the factors listed above. This policy shall at all times be interpreted and implemented in a manner that affords dignity and care to the individual being asked to move or relocate.

City Intervention:

Encampments determined to be in “high-sensitivity areas” will be subject to intervention, and asked to move or relocate, given their potential degradation to the environment, public safety, public health, or critical infrastructure and/or their presence being an obstruction to egress or presenting specific safety risks.

CITY OF MONTPELIER
ENCAMPMENT RESPONSE POLICY:

Part II. CITY STAFF PROTOCOL

Summary:

Staff shall report any seen encampments, regardless of their location, to the City Manager's Office and the Police Department, who will in turn report the location to the Peer Support Outreach Worker (currently through Good Samaritan Haven) to ensure emergency sleepers can be accounted for in case of an emergency, and to ensure service providers are aware of people who may need connection to further support services.

This Section Aims To:

1. Determine findings that will prompt intervention; and
2. Provide guidance on addressing unreasonable health and safety risks, promoting voluntary compliance, and strategies to address non-compliance.

General City Approach if Staff Encounters an Emergency Sleeping Encampment on

City Owned Property:

- If a City staff member identifies an encampment, regardless of its location on City land, they are asked to leave the campsite alone, other than reporting its location and site description to the City Manager's Office, the Police Department, and their Department Director via email.
 - Copy the following on the email: Department Director, Bill Fraser, Chief Brian Peete, Captain Eric Nordenson, Cameron Niedermayer
- After receiving a report of an encampment, the City Manager's Office will notify the Peer Support Outreach Worker (currently through Good Samaritan Haven).

- This email should note the location, site description, and if the site will require mitigation or other action from the City. This would include whether the site has been identified as a “high-sensitivity area.”
- After receiving a report that a camp is located in a “high-sensitivity area” or if the encampment will prompt an intervention the City Manager’s Office and the Police Department will then coordinate their response as outlined in this policy’s **“Compliance”** section.
- Further outlines for intervention to any campsite is outlined in this policy under **“Findings Prompting Intervention”**.

If a campsite is deemed uninhabited by City Staff, Staff will apply the **“Unattended Camp Clean-Up Protocol Policy”**, which is attached here as **APPENDIX 1**.

General Public Safety Considerations:

- If there are any public safety emergencies requiring a fire, medical, and/or police response at any encampments, it is to be immediately reported to 911, and those departments shall respond according to the ordinances, codes, statutes, and/or regulations under which they operate and are authorized to enforce.
- Regarding public safety considerations that are not necessarily public safety emergencies (e.g. accumulation of trash/debris, right-of-way obstructions, distancing of tents/vehicles/structures, etc.), the City Manager’s Office, in consultation with Department Directors from Public Works, Fire, Police, the Health Officer, and City Council as needed, shall determine the level of intervention depending on specific findings, outlined here in the **“Findings Prompting City Interventions”** section.
- The City will aim to help facilitate public safety by adding trashcans and sharps containers at known encampment sites as needed and available, as determined by findings outlined in the **“APPENDIX 2: City of Montpelier Encampment Response Form”** for each specific situation.

- Departments that are most likely to interact with camps (Parks & Trees, Recreation, Police, Fire, and DPW) will be given copies of the Washington County Survival Guide, which can be distributed as needed to encourage connection to County-wide resources.

Compliance:

The City must balance the rights of individuals who are emergency sleeping against its fundamental duty to maintain public safety, public health, and environmental protection. If a City staff member encounters or receives a complaint of an encampment that may be in a high-sensitivity area or have public health or safety findings, they will notify their department director, the City Manager's Office, and the Police Department.

The City Manager's Office, and the Police Department, and the Department Director will organize the following response:

- Staff will only engage with campsites when social service agencies are normally open and available (typically 8am-5pm)
- Staff will ask the camper to relocate voluntarily
- If the camper does not comply with voluntary relocation, the following steps should be taken:
 - Call a representative from an appropriate partner agency, so they can be on site to provide connections to other local services as available from State and local community agencies.
 - o The first response should come from the Peer Support Outreach Worker, if they are available.
 - If they are not available, or if they need backup or support, responding City staff should convene an on-site meeting with representatives from community partners or other City Departments as available and appropriate
 - Shelter, or a shelter referral, must be offered

- Use the attached “Encampment Response Form” (Appendix 2) to document their observations and conclusions.
- If the encampment residents are unwilling or unable to voluntarily comply, the City may intervene in ways, including but not limited to:
 - Seek out restorative justice opportunities as appropriate and available sleeping
 - Posting the area against Trespassing and having the individuals cited and/or removed in coordination with the State’s Attorney
- City staff will also convene an after-action meeting to determine how we can improve our response.

Except when urgent health and safety concerns require shorter notice, encampment residents will be given 24 hours to relocation or accept an offer of shelter or alternative housing if such referrals are available. All declinations will be documented.

Outreach efforts and service offers will continue, as resources allow, with the goal of ending the individual’s unsheltered status. During this 24-hour period, encampment residents will receive notice that they must remove and relocate any personal possessions. Anything remaining after that time will be subject to the retention policy outlined in the **“APPENDIX 1: Unattended Camp Clean-Up Protocol Policy”**.

APPENDIX 1: Unattended Camp Clean-Up Protocol Policy

Summary:

When City of Montpelier Staff encounters an unattended camp site on City owned land, the City Staff will take the following steps to both ensure the safety and security of the individual(s) and the public land. This policy aims to address the unique needs of people who are experiencing homelessness in the City of Montpelier with the City's overall responsibilities to keep public land protected.

In this policy, "Staff" refers to staff from the department who manages the land an unattended campsite is located on (for example, the Parks & Trees Department would handle camp sites in Hubbard Park). If the land is not maintained by any specific Departments, the City Manager's office, in partnership with the Montpelier Department of Public Works would address the issue.

If an unattended camp site is in a "high-sensitivity" area, as defined in the Encampment Response Policy, the same protocol applies, but with a 3-day (72-hour) time limit for relocation or clean-up.

Procedure:

1. When staff encounter an unattended campsite, they will first announce themselves as City Staff. If no one is present at the campsite, staff will leave a laminated packet prominently displayed on the encampment that includes the following information:
 - a. That sleeping is not permitted in High-Sensitivity Areas of City Property or on Privately owned land (without permission from owner),
 - b. The time/date staff visited, and the time/date that staff will return to the site to remove the encampment, which will be 7 days (168 hours) after the initial visit, unless contact has been made and other arrangements have been made,
 - c. A note will be left explaining that any materials taken in the cleaning of the encampment will be stored out of the elements and labeled if the material is not removed during the 7-day (168-hour) time limit,
 - d. A copy of the Washington County Survival Guide and other supportive materials.

2. Staff will take photos of the encampment, including proof that the notice has been left.
 - a. Staff should attach these photos in an email and send them to their Supervisor and their Department Director.
3. After leaving the notice, staff will notify the Montpelier Police Department and the City Manager's office of the encampment, its location, its contents, and the intention of staff to revisit the site in 7 days (168 hours).
4. After the 7-day (168 hour) period, if the encampment has not been removed, staff will take the following steps:
 - a. Take a photo of the encampment before beginning cleaning
 - b. Leave a notice in a protective covering explaining the above, giving contact information for how to reach the Department to retrieve the items, and leave another copy of the Washington County Survival Guide. Staff will assign the box a number and write the number on the notice
 - c. Remove the encampment and bring it back to the Recreation Center Building basement to be stored for 90 days
 - d. Take a photo after the encampment has been removed
 - e. Notify the CMO and the Montpelier Police Department that the encampment has been dismantled,
 - f. **ALL dismantled camps will be brought to and stored in the Rec Center Basement**
55 Barre Street Montpelier, VT 05602
5. Unclaimed Property- Disposal of:
 - a. When personal property has been in the custody and possession of the City of Montpelier for a period of 30 days, and when reasonable efforts and opportunities have been allowed for the owner to reclaim such property, and no reasonable claim of ownership has been made, the City is empowered and authorized to dispose of such property. Disposal may also include donation of the items.



**CITY OF MONTPELIER
ENCAMPMENT RESPONSE POLICY
Council Approved September 22, 2021**

Contact Numbers:

Good Samaritan: (802) 479-2294

Another Way: (802) 229-0920

Washington County Mental Health: (802) 479-4055

Montpelier Police: (802) 223-3445

Montpelier Parks: (802) 223-7335

Montpelier Recreation: (802) 225-8699

Montpelier City Manager's Office: (802) 223-9502 or (802) 262-6250

Montpelier DPW: (802) 223-9508



**CITY OF MONTPELIER
ENCAMPMENT RESPONSE POLICY
Council Approved September 22, 2021**

APPENDIX 2: City of Montpelier Encampment Response Form

Location: _____

Date and Time of Meeting: _____

Staff/Community Partners Present:

1. General Description of the Encampment Site:

2. General Staff Observations of Encampment:

3. Noted High-Sensitivity Concerns:

4. Health and Safety Findings:

5. Interaction, (if Any), with Unhoused Camper:

6. Next Steps:

City of Burlington HOME-ARP Allocation Plan Public Hearing

March 17, 2022

Community Development and Neighborhood Revitalization Committee Meeting



HOME-ARP Overview

- \$1.5 million of HUD funding
- Must be used to support persons experiencing homelessness, at-risk of homelessness, or other qualifying populations
- Funding must be spent by September 30, 2030
- Can be used for:
 - Development of rental housing and/or non-congregate shelter, support services, or nonprofit operating and capacity building
- Extensive outreach process indicated highest need is new affordable rental housing, followed by vouchers, and support services
 - Significant majority of partners suggested that HOME-ARP funds should be used for new rental housing
- Plan for funds drafted and released for public comment on March 2.
- Purpose of hearing is to complete additional outreach and allow for public comment on plan

Proposed Funding Breakdown

	Funding Amount	Percent of Grant	Statutory Limit
Supportive Service	\$0		
Acquisition and Development of Non-Congregate Shelters	\$0		
Tenant Based Rental Assistance (TBRA)	\$0		
Development of Affordable Rental Housing	\$1,125,370.50	75%	
Non-Profit Operating	\$75,024.70	5%	5%
Non-Profit Capacity Building	\$75,024.70	5%	5%
Administration and Planning	\$225,074	15%	15%
Total HOME ARP Allocation	\$1,500,494		

Funding decisions are based also based on two key assumptions:

- 1) City designating ARPA funding for services, development of permanent housing, and shelter and;
- 2) Continued state funding for services and the motel program over the medium term until additional shelter and/or permanent units come online.

Plan Highlights

- Outreach Efforts
 - 19 meetings, 2 CCHA presentations
- Gap Analysis
 - 261 homeless persons in 2020
 - 700 homeless persons in 2021
 - Gap of 2,726 units for households under 50% median income
- Proposed Uses (see previous)
- Allocation method and criteria
- Vouchers and Supportive Services
- Preferences
 - Using Coordinated Entry System (vulnerability assessment)
- Production Goals
 - 25 Units

Proposed Plan Updates

(1 of 2)

Changes made to the plan based on feedback received via public comments:

- Applications must be presented to the CCHA for feedback regarding:
 - their plan for referrals
 - partnership between developer, Continuum of Care, local housing authority, if any, and social service providers who work with the target population to serve homeless households.
- The presentation must make clear whether the Coordinated Entry system will be used for tenant selection, and if not, why and what other or a project-specific waitlist is proposed.

Proposed Plan Updates

(2 of 2)

- HOME-ARP assisted units must:
 - be leased to those experiencing homelessness or at risk of homelessness per the requirements of CPD Notice-21-10;
 - referred through the local system of Coordinated Entry to housing unless an alternate plan has been approved by CEDO in consultation with the CCHA.
- Added a new application evaluation criterion:
 - Points will be awarded based on the strength of the applicant's commitment to and plan for leasing all units designated to serve those who have experienced homelessness through the local Coordinated Entry system, unless otherwise approved by CEDO in consultation with the CCHA.
- One comment has been received, but not yet reviewed

Timeline

- March 2: public comment period started
- March 17: public hearing at CDNR Meeting
- April 1: public comment period ends
- April 11: Board of Finance and City Council for approval
- End of May: estimated HUD approval
- June: RFP issues for HOME-ARP projects

Public Comments

- Accepted during this meeting
- Alternatively, can be submitted to CEDO staff until April 1, 2022
 - Email to trawlings@burlingtonvt.gov
 - Via phone at (802) 652-4209
 - Written: City of Burlington Community & Economic Development Office
Room 32, City Hall
149 Church Street Burlington, VT 05401

Todd Rawlings,
CEDO Housing Program Manager
(802) 652-4209 (direct line)
trawlings@burlingtonvt.gov

**HOME-ARP Allocation Plan Draft
March 2, 2022
City of Burlington, Vermont**

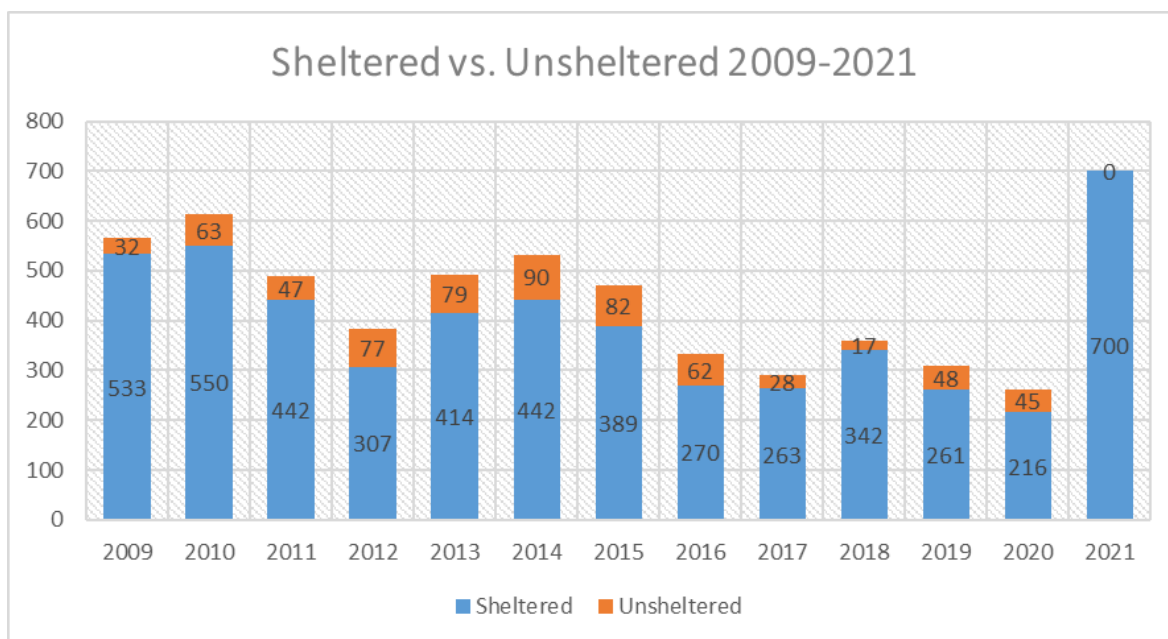
**Prepared by
Harrison Martin-O'Brien and Todd Rawlings
City of Burlington Community & Economic Development Office
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(802) 652-4209**

This document is available upon request in alternative formats for persons with disabilities.

Background:

Over the last decade, the City of Burlington, in close collaboration with its regional, State, and federal partners, has made significant progress in making homelessness brief and uncommon. Each year from 2009 to 2020 the Chittenden County Homeless Alliance (CCHA), the regional Continuum of Care (CoC), conducted its one-day Point in Time (PIT) count. Over that period, the PIT count decreased from 565 persons experiencing homelessness to 261. The peak year of homelessness during the time period was 613 in 2010. This coordinated response resulted in a 53% decrease through 2020. 2020 data reflects PIT data from January, prior to the beginning of the COVID-19 pandemic.

By January of 2021, the picture of homelessness in Chittenden County looked radically different- at the 2021 PIT count, the number of persons experiencing homelessness in Chittenden County was 700. Due to the pandemic, the CCHA was unable to complete the unsheltered count for safety reasons, suggesting that even 700 does not fully capture the full impact of the pandemic.



Data: 2009-2021 PIT Count Data, Chittenden County Homeless Alliance

The City's response to the increase in homelessness caused by the effects of COVID-19 focused on a multi-pronged approach. On March 23, 2020, Mayor Miro Weinberger launched the Burlington COVID-19 Resource and Recovery Center (RRC) to offer quick frontline assistance and support on a wide range of issues to all Burlingtonians in need of help during the COVID-19 pandemic. The RRC has focused on ensuring Burlingtonians access to critical resources like health guidance, food, and shelter. Additionally, the RRC has been helping Burlingtonians with recovery efforts like connecting people experiencing homelessness with temporary shelter that meets social distancing safety measures, assisting laid-off workers with unemployment insurance applications,

working with local small businesses to help them navigate federal and state resources, coordinating the dissemination of health and other resource guidance in multiple languages to reach as many members of our community as possible.

More recently, the City's response to the increase in homelessness included the creation of the Community Resource Center (CRC). The CRC was conceived to meet the increase in homelessness caused by the effects of COVID-19. The CRC serves as a low-barrier daytime warming shelter providing food, coffee, and hygiene products and connecting guests with housing, emergency housing resources, and safe recovery resources. The CRC is open every day from 9:00 a.m. to 4:00 p.m.

In December 2020, the City partnered with ANEW Place, a non-profit that provides homeless services, to open an emergency shelter at the Champlain Inn in Burlington. ANEW Place converted the Champlain Inn into a low-barrier shelter with a 50-bed capacity. Prior to purchasing the Champlain Inn, ANEW Place partnered with the City and State to provide shelter at the North Beach Campground. Initially shelter was provided using leased campers. The program then moved to tents at the site, serving 30 people.

On March 11, 2021, President Biden signed the American Rescue Plan (ARP), of which the City of Burlington received \$1,500,494 to support the homeless via the Home Investment Partnership (HOME) program through the U.S. Department of Housing & Urban Development (HUD). HOME-ARP allocations were made on September 20, 2021. HUD published CPD Notice 21-10 on September 13, 2021, outlining the process that the City is required to follow in order to receive and spend HOME-ARP funds. The notice also outlines the process through which the city needs to allocate funds, known as the Allocation Plan.

HOME-ARP funding can be used for four distinct activities that must primarily benefit qualifying individuals and families who are homeless, at risk of homelessness, or in other vulnerable populations. The allowable activities under HOME-ARP are:

- Development of new Rental Housing -
- Tenant Based Rental Assistance (vouchers)
- Provision of supportive services
- Development of new non-congregate shelter units.

HOME-ARP funds are meant to primarily benefit one of the designated qualifying populations (QPs), which includes persons who are:

- Homeless (McKinney-Vento definition)
- At-risk of Homelessness (McKinney-Vento definition)
- Fleeing/attempting to flee Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking (VAWA Definition and Trafficking Victims Protection Act def.)
- Other populations where assistance would prevent the family's homelessness *or* serve those with the Greatest Risk of Housing Instability. This includes:
 - o Households who have previously been qualified as homeless

- o Households who are currently housed due to temp. or emergency assistance, including financial assistance, services, temporary rental assistance, or some type of other assistance to allow the household to be housed; and
- o Households who need additional housing assistance or supportive services to avoid a return to homelessness
- At-risk of Housing Instability includes a household that has:
 - o Annual income of < 30% of Area Median Income (AMI) and is experiencing severe cost burden (50% or more of income toward housing costs)
 - o Or Annual income of < 50% and meets one the definition of at-risk for homelessness

The purpose of this Allocation Plan is to describe the City of Burlington’s process for allocating and awarding HOME-ARP funds. In order to receive its HOME-ARP allocation, the city must complete the following steps. First the city is required to engage in consultation with the required organizations. Second, the city is required to provide for public participation, including a minimum 15-day comment period, and hold one public hearing. Last, the city must develop a plan that meets the requirements of HUD Notice CPD-21-10 (September 13, 2021). This Plan includes descriptions of the following:

- A. Consultation
- B. Public Participation
- C. Needs Assessment and Gaps Analysis
- D. HOME-ARP Activities
- E. HOME-ARP Production Housing Goals
- F. Preferences
- G. HOME-ARP Refinancing Guidelines

The Community & Economic Development Office (CEDO) at the City of Burlington manages the City’s HOME program funds and will administer the HOME-ARP program.

A. Consultation

Before developing its plan, the HOME-ARP recipient (also known as the Participating Jurisdiction (PJ)) must consult with the CoC serving the jurisdiction’s geographic area, homeless and domestic violence service providers, veterans’ groups, public housing agencies (PHAs), public agencies that address the needs of the qualifying populations, and public or private organizations that address fair housing, civil rights, and the needs of persons with disabilities, at a minimum.

In order to determine the best use of HOME-ARP funds in Burlington, City staff completed a consultation process that included the Burlington’s Continuum of Care, the Chittenden County Homeless Alliance, various homeless and domestic violence service providers, and a number of community and non-profit partners. The various agencies and organizations listed below were each provided with information about HOME-ARP, including eligible activities and Burlington’s HOME-ARP award. The agencies and organizations were asked about the biggest unmet needs

regarding homelessness in Burlington, what other resources were available to meet those needs, and their recommendations regarding the City's priorities for the HOME-ARP program. Initial outreach and information was provided during the December 2, 2021 CCHA meeting. CEDO staff gave a presentation on the basics of HOME-ARP and what timeline for the plan would be. All agencies were invited to meet with staff to discuss service gaps, housing needs, and funding priorities. Overall, CEDO staff held 17 meetings with community partners and organizations.

During the consultation process three main priorities were indicated by those consulted:

- The vast majority of those consulted said that the first priority is the need for additional permanent affordable housing in the City of Burlington. Essentially all agencies stated that the need for additional units was the largest and perhaps most difficult component of the homelessness ecosystem. Without additional housing units, especially those set aside for the formerly homeless, the CoC cannot assist individuals to move from the shelter system into permanent housing.
- Similarly common was the need expressed for services to go along with the additional housing. Agencies and organizations stated that any new housing must be paired with medical, mental health, recovery, and housing navigation and retention services. CEDO heard that additional housing must have these supportive services to ensure that vulnerable populations can maintain housing.
- The third priority that partners referenced is the need for more non-congregate and low barrier/no-barrier shelter in the event that existing shelter capacity is reduced from current levels. Agencies suggested that this model of shelter has been successful in serving the increase in individuals experiencing homelessness during the pandemic.

Table 1.1 - HOME-ARP Outreach

Agency / Organization	Type	Method of Consultation	Feedback
Chittenden County Homeless Alliance (CCHA)	CoC	Meeting	Need services, shelter, and housing. Housing is the most pressing issue.
Champlain Housing Trust (CHT)	Housing Non-Profit	Meeting	Housing is the priority. Expects the state to increase funding for services. Finding the capital for housing a larger issue. Need for new construction of mixed-income units with services attached including housing retention services.

Cathedral Square Corporation (CSC)	Housing Non-Profit/Seniors	Meeting	The biggest need is an increase in permanent rental housing units. CSC expects to development additional units for seniors. Also need to combine housing with services, and hopefully financial support from Veteran Affairs Supportive Housing (VASH).
Committee on Temporary Shelter (COTS)	Homeless Services/Shelter	Meeting	While permanent housing is a priority, the investment should be made in non-congregate shelter (NCS) than can be converted into permanent housing. 20% of the funding should be dedicated to the support services necessary to run such a shelter.
Steps to End Domestic Violence	Domestic Violence/Service Provider	Meeting	Facing an affordable housing crisis, permanent rental housing the biggest need. Some need for NCS, but would not want to oversupply and not have enough funding for permanent housing. Huge need for services to go along with new rental housing. Fund priority services for chronically homeless.
Burlington Dept. Of Racial Equity Inclusion and Belonging (REIB)	Racial Equity	Meeting	Need for additional rental housing.
Champlain Valley Office of Economic Opportunity (CVOEO)	Homelessness	Meeting	Improvements needed in Coordinated Entry (CE). Housing requires services to improve retention/resident success. Low-barrier, trauma informed shelter is the most needed. Increased staffing around case workers and outreach workers.
ANew Place	Shelter/ Homelessness Services	Meeting	Short term priority is additional housing. Clients also in need of mental health services to stay in housing. Additional shelter capacity also a priority.
Spectrum Youth and Family Services	Youth and Family Services	Meeting	Permanent housing represents the greatest need. Second priority would be non-congregate shelter. Third would be additional services.
Pathways Vermont	Homeless Services	Meeting	The most successful approach is to make sure we have the right balance of services,

			housing, and shelter. Housing access is at a critical low. More permanent housing is the top priority, but should be paired with services to ensure successful outcomes. Would like to see units housing formerly homeless in mixed income projects
Burlington Police Department (BPD)	Community Affairs Dept.	Meeting	Gaps in staffing and services, need family shelter units. Also need around low-barrier shelter units. More housing units to decreased time spent in CE.
Burlington Housing Authority (BHA)	PHA	Meeting	Need more permanent housing combined with supportive services, especially retention services. Greater need around mental health services needed. Improve landlord recruitment and outreach for voucher program.
Community Health and Centers of Burlington (CHCB)	Health	Meeting	Additional permanent housing is the biggest priority. Often unable to find units for voucher recipients. Second priority is additional service capacity around mental and medical services.
Veterans Administration - Vermont	Veterans	Meeting	Housing a major need for the veteran's community. Working on proposal for 30 modular homes to provide to homeless veterans.
Vermont Center for Independent Living (VCIL) (pending)	Advocacy, Services for Persons with Disabilities	Pending	Feedback solicited.
Vermont Legal Aid	Legal Services/Fair Housing/Civil Rights	Letter	Highest need is for new permanently affordable housing in high opportunity areas. Recommended that funds not be used for services.
Turning Point	Mental Health Services	Meeting	Main priority would be non-congregate shelter, with services. Noted an acute need around substance abuse services. Increase in those experiencing substance abuse issues during the pandemic.
Vermont Agency of Human Services	State Agency	Meeting	Main priority would be increasing the number of permanent rental units, but these need to be paired with services for them to be successful. Additional capacity for CE.

CVOEO – Fair Housing Project	Fair Housing	Meeting	Main priority is new permanent, affordable rental units. Currently unable to find units for voucher holders through the CARES program. In serious need of housing retention/tenant/landlord supports.
Persons with lived experience		Informal Consultation /Meetings	As well as input solicited through the CoC, CEDO staff had discussions with approximately 40 persons during the Point in Time count in late January. Among that group, the highest needs identified were new affordable housing, increasing availability of low barrier – no barrier shelter, and ease of access to services (e.g. through a permanent Community Resource Center).

B. Public Participation

PJs must provide for and encourage citizen participation in the development of the HOME-ARP allocation plan. Before submission of the plan, PJ's must provide residents with reasonable notice and an opportunity to comment on the proposed HOME-ARP allocation plan of **no less than 15 calendar days**. The PJ must follow its adopted requirements for "reasonable notice and an opportunity to comment" for plan amendments in its current citizen participation plan. In addition, PJs must hold **at least one public hearing** during the development of the HOME-ARP allocation plan and prior to submission.

For the purposes of HOME-ARP, PJs are required to make the following information available to the public:

- The amount of HOME-ARP the PJ will receive; and
- The range of activities the PJ may undertake

Describe the public participation process, including information about the dates of the public comment period and public hearing(s) held during the development of the plan:

CEDO prepared a draft of this plan which was put out for public comment from March 2, 2022 through April 1, 2022. According to the City's citizen participation plan, the public comment period for this plan will be 30 days. A properly noticed public hearing will be held on March 17th, 2022

Describe any efforts to broaden public participation:

A HOME-ARP information page is available through the City's website that outlines HOME-ARP information. This webpage includes links to HOME-ARP resources, plan drafts, data sources, and the ability to submit comments via email.

A PJ must consider any comments or views of residents received in writing, or orally at a public hearing, when preparing the HOME-ARP allocation plan.

Summarize the comments and recommendations received through the public participation process:

Any comments and recommendations received throughout the public participation process will be added here.

Summarize any comments or recommendations not accepted and state the reasons why:

Any comments and recommendations received throughout the public participation process that are not accepted will be added here.

C. Needs Assessment and Gap Analysis

PJs must evaluate the size and demographic composition of qualifying populations within its boundaries and assess the unmet needs of those populations. In addition, a PJ must identify any gaps within its current shelter and housing inventory as well as the service delivery system. A PJ should use current data, including point in time count, housing inventory count, or other data available through CoCs, and consultations with service providers to quantify the individuals and families in the qualifying populations and their need for additional housing, shelter, or services.

Table 1.2 - Housing Gap Analysis													
	Current Inventory					Homeless Population				Gap Analysis			
	Family		Adults Only		Vets	Family HH (at Least 1 Child)	Adult HH (w/o child)	Vets	DV Survivors	Family		Adults Only	
	# of Beds	# of Units	# of Beds	# of Units	# of Beds					# of Beds	# of Units	# of Beds	# of Units
Emergency Shelter	59	17	178	N/A	0								
Transitional Housing	11	5	9	N/A	2								
Permanent Supportive Housing	11	4	112	N/A	50								
Rapid Rehousing	116	38	72	N/A	0								
Other Permanent Housing	11	5	96	N/A	0	8	96	0	0				
Sheltered Homeless						82	618	26	148				
Unsheltered Homeless						0*	0*	0*	0*				
Current Gap										0	13	131	131

*No unsheltered count was completed for 2021 PIT

Data Sources: Housing Inventory Count 2021 (HIC), 2021 PIT data

1.3 – Rental Unit Analysis			
(All numbers are based on best estimates)	Current Inventory	Level of Need	Gap Analysis
	# of Units	# of Households	# of Households
Total Rental Units*	10,619		
Rental Units Affordable to HH at 0% - 30% Area Median Income (AMI)	767		
Rental Units Affordable to HH at 31% - 50% AMI	767		
0%-30% AMI Rent HH w/ 1 or more severe housing problems**		2,845	
30%-50% AMI Renter HH w/ 1 or more severe housing problems**		1,415	
Currents Gaps			2,726

* Housing inventory numbers are from the 2015-2019 American Community Survey (ACS), the most recently available data.

** 2018 Comprehensive Housing Affordability Strategy (CHAS) data, the most recently available dataset

Describe the size and demographic composition of qualifying populations with the PJ's boundaries:

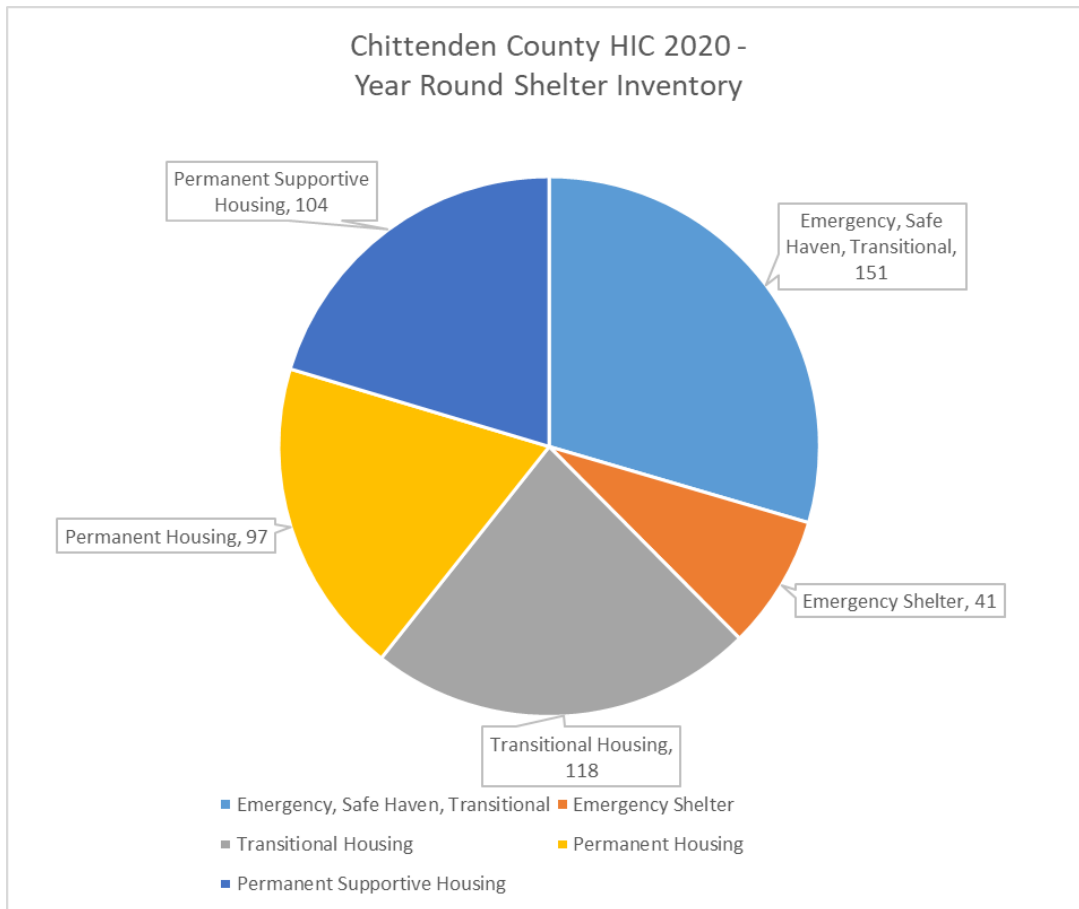
According to the 2021 PIT count, there were 700 persons experiencing homeless in Chittenden County, which does not include an unsheltered count due to the pandemic. The 2020 Count found 261 total between sheltered and unsheltered persons, suggesting that the rate of homelessness increased by 268% from 2020 to 2021. There were significant increases in homelessness among all subpopulations in 2021, 166 persons were listed as chronically homeless, an increase of 116 from the prior year. The number of those experiencing serious mental illness increased from 95 to 236, a change of 248%. The number of persons experiencing chronic substance abuse increased from 55 to 136, an increase of 247%. The number of veterans experiencing homelessness increased from 6 to 26, change of more than 400%. Finally, homelessness among those fleeing domestic violence increased from 35 to 148, a change of 422%.

Describe the unmet housing and service needs of qualifying populations, including but limited to:

Sheltered and Unsheltered homeless populations:

As of the 2021 PIT count, there were 700 persons experiencing homelessness who were sheltered. Due to the safety precautions imposed by HUD in response to the COVID-19 pandemic, an unsheltered count was not completed. The CoC estimated the number of unsheltered persons at around 10. The increase to 700 of sheltered persons was a result of the State's expansion of the use of motel rooms as non-congregate shelter during the pandemic. Of the 700 persons counted, we estimate that 600 people in Chittenden County are currently receiving emergency housing through the motel voucher program using 400 rooms. The current expanded program criteria, which allows more people to access shelter due to adverse weather, expires at the end of March 2022. At that point we expect one sector of the community to remain eligible for shelter at hotels through General Assistance and another group to transfer to a newly proposed transitional housing program, to be created at hotels and funded by emergency rental assistance. While the State wishes to have a seamless transfer between programs, it is not clear that there will be sufficient room availability for all and we expect to face increased emergency shelter needs as a result of the program and funding changes. This need is estimated to be approximately 100 persons.

According to the most recent Housing Inventory County (HIC) for Chittenden County from 2020 there were a total of 511 available beds throughout the system. The system is comprised of 192 emergency shelter, safe haven, and transitional beds, with an additional 319 permanent housing beds. With the system operating at full capacity, we do not expect any of the additional persons in need of emergency shelter to have access through the current shelter inventory.



Those currently housed populations at risk of homelessness:

According to Table 1.3 – Rental Unit Analysis, there are around 10,619 rental units in Burlington. Based on an assessment of affordable units in Burlington, we estimate that there around 2,303 units affordable to someone making 0%-80% of AMI. This represents less than a 25% of all units in the city. Our assessment suggests that there are 1,534 units available for those making 0%-50% of AMI. Assuming that these are split equally between 0%-30% and 30%-50% AMI, each bracket would have around 767 units available. According to the most recently available CHAS data, there are 2845 renter households between 0%-30% AMI with 1 or more severe housing problems. The CHAS data also reported 1415 renter households between 30%-50% AMI with 1 or more severe housing problems.

As defined by the United States Census Bureau, cost burdened households are those that spend more than 30% of their monthly income on housing. For renters in Burlington, among the most common housing problems is cost burden. According to the CHAS data, 3,170 of all renter households paid more than 50% of their monthly income toward housing. In addition, there were 2,250 renter households that spent between 30% and 50% of their monthly income on housing. Cost burdened households are at a significant risk for homelessness. According to the “Out of Reach 2021” report written by the *National Low Income Housing Coalition*, renters need a full-time, hourly wage of \$31.31 to afford a 2 BR unit in Burlington. The report also states that the rent affordable to an individual at 30% AMI is \$615, significantly lower than the average rent.

The issues of housing affordability and housing scarcity have been an issue in Burlington for some time. According to a July 2019 Allen & Brooks Report, Burlington's rental vacancy rate is 1.4%. The low vacancy rate pushes demand for rental housing up which results in increased rental rates. 2020 and 2021 also saw increased demand for apartments in Burlington, as well as major increases in median rent and median home sale price. Due to high rents, low vacancy rates, and an aging housing stock, Burlington residents of all incomes are at a higher risk of experiencing homelessness. High costs put many residents at greater risk of housing instability, putting residents in unstable housing situations.

Other families requiring services or housing assistance or to prevent homelessness:

Housing cost, and subsequent lack of affordable housing units, represents one of the greatest issues that families face in Burlington. Additional units will be needed to meet the increased demand, but units also need to be affordable for low-income residents. Our consultations with service providers suggest that a number of households are not receiving the housing retention and navigation services that they need.

Identify and consider the current resources available to assist qualifying populations, including congregate and non-congregate shelter units, supportive services, TBRA, and affordable and permanent supportive rental housing:

In the face of an ongoing acute housing shortage, based on the above data in Table 1.2, the shelter system in Chittenden County has a need of 41 family shelter units and 358 additional shelter beds. While the motel program described above currently provides shelter for close to 600 people, the additional capacity is temporary. Community partners are expecting another 20 shelter units to be available in the next year. There is also a push from the State of Vermont to develop new shelter capacity and to transfer a number of clients to a transitional housing initiative, based within the hotels.

Identify any gaps within the shelter and housing inventory as well as the service delivery system:

Outreach to service providers suggests that the main needs in services are focused in two clusters: Health and Housing. A number of partners identified the importance and additional need for both mental health, recovery, and physical health services. Almost all providers identified housing services, such as outreach, retention, and navigation as current gaps in the system. Providers also identified current labor shortages as an urgent need contributing to current service gaps.

Identify priority needs for qualifying populations:

According to community partners, priority needs are as follows:

1. Additional affordable permanent housing units
2. Supportive services, especially around housing and health
3. Additional shelter capacity, especially low-barrier/no-barrier shelter

Explain how the level of need and gaps in its shelter and housing inventory and service delivery system based on the data presented in the plan were determined:

The level of needs and gaps in the shelter system, housing inventory, and service delivery system, were assessed in a multi-pronged approach. The first part of the analysis is based on data from HIC, CHAS, ACS, and CE data. These sources helped identify some of the housing inventory and shelter gaps that the CoC is facing. In addition, we used outreach to assess any current gaps in the service delivery system. The summary of responses is included in the outreach section above. Once data was aggregated, we reviewed outreach responses to rank the priorities of our partners. These two datasets were combined to develop the priorities of this plan.

As part of the outreach process, CEDO connected with partners to assess the current level of resources already available for HOME-ARP eligible projects. The majority identified funding for the creation of rental housing as the most pressing need, with additional funding also needed for supportive services.

D. HOME-ARP Activities

Describe the method for soliciting applications for funding and/or selecting developers, service providers, subrecipients and/or contractors and whether the PJ will administer eligible activities directly:

Non-profit and for-profit housing developers seeking HOME-ARP dollars for eligible rental housing development projects will submit applications for funding to the CEDO using the Common Housing Application. A HOME-ARP application supplement will be available on CEDO's website and must also be completed and submitted with the application. Applications will be accepted on a rolling basis until all funding has been allocated. *Operating grant, Expansion grant, and service providers will submit a separate application along with HOME-ARP supplement.*

Projects will be evaluated by staff using CEDO's underwriting process. In consultation with CEDO staff, the CEDO Director will make final funding decisions. The following threshold criteria must be met by an application to be considered for a HOME-ARP award:

- 1) The project must include the creation of new permanent rental housing and meet all HOME-ARP requirements
- 2) Applications must include proof of funding for housing retention services during the 15-year HOME-ARP compliance period
- 3) The housing must remain affordable in perpetuity after the expiration of the HOME-ARP required period via Housing Subsidy Covenant
- 4) At least one of the City's Consolidated Plan housing priorities must be addressed
- 5) There must be a reasonable expectation that the project will be ready to proceed within 18 months.

Applications must include a description of the eligible activities to be conducted with the HOME-ARP funds and must certify that housing units assisted with the HOME-ARP will comply with HOME-ARP requirements. All applicants seeking funding for affordable multi-family rental housing (for new units and rehabilitation of existing units) shall describe the plans and tools they

have in place to ensure HOME-ARP assisted units will be available to Qualifying Populations. All applications will be evaluated per the criteria below. In instances where there are competing applications, preference will be given to projects based on feasibility, timing, need, and impact.

HOME-ARP Application Evaluation Criteria:

1. The applicant's ability to obligate HOME-ARP funds and undertake eligible activities in a timely manner
 - Applicants will be evaluated on their development capacity; their experience with federal affordable housing programs; and their track record for developing projects within a reasonable timeframe.
2. The extent to which the project has Federal, State, or local project-based rental assistance so that the project can serve Qualifying Populations, who may have no income, and remain viable for the HOME-ARP compliance period.
 - While project-based rental assistance is not a HOME-ARP requirement, applications will be evaluated based on whether any of the units in the project, including the HOME-ARP units, will have project-based rental assistance to ensure residents do not pay more than 30% of their income towards rent and utilities. The type of project-based rental assistance and the length of commitment for the assistance will also be considered.
 - Other mechanisms that ensure affordability for Qualified Populations, such as operating assistance reserves, will be considered.
 - Preference will be given to projects that demonstrate the ability to fund and provide services to the qualifying population during the 15-year compliance period.
3. The duration of the units' affordability period all HOME-ARP funded projects will be subject to a minimum 15-year affordability period.
 - After the expiration of the HOME-ARP period, all projects will be subject to perpetual affordability requirements at less restrictive income and rent levels, and every reasonable effort must be taken to structure the project in a manner that avoids displacement.
4. The merits of the application in meeting the priority housing needs as identified in the City's Consolidated Plan
5. The extent to which the application makes use of non-federal funding sources
6. The extent to which the project Affirmatively Furthers Fair Housing
7. As referenced above, additional analysis will be performed by CEDO underwriting in accordance with CEDO's underwriting policy and procedures. The following will be assessed:
 - Development capacity and fiscal soundness of the applicant, and experience of the development team
 - Project location
 - Demonstrated need for Qualifying Populations, or Market demand for Low-income households
 - Budget documents
 - Plans and specifications

- HOME-ARP and other applicable federal requirements
- Developer/owner profit standard and evaluation

If any portion of the PJ's HOME-ARP administrative funds were provided to a subrecipient or contractor prior to HUD's acceptance of the HOME-ARP allocation plan because the subrecipient or contractor is responsible for the administration of the PJ's entire HOME-ARP grant, identify the subrecipient or contractor and describe its role and responsibilities in administering all of the PJ's HOME-ARP program:

Not applicable, CEDO will be administering the program.

PJs must indicate the amount of HOME-ARP funding that is planned for each eligible HOME-ARP activity type and demonstrate that any planned funding for nonprofit organization operating assistance, nonprofit capacity building, and administrative costs is within HOME-ARP limits. The following table may be used to meet this requirement.

Use of HOME-ARP Funding

	Funding Amount	Percent of Grant	Statutory Limit
Supportive Service	\$0		
Acquisition and Development of Non-Congregate Shelters	\$0		
Tenant Based Rental Assistance (TBRA)	\$0		
Development of Affordable Rental Housing	\$1,125,370.50	75%	
Non-Profit Operating	\$75,024.70	5%	5%
Non-Profit Capacity Building	\$75,024.70	5%	5%
Administration and Planning	\$225,074	15%	15%
Total HOME ARP Allocation	\$1,500,494		

Describe how the characteristics of the shelter and housing inventory, service delivery system, and the needs identified in the gap analysis provided a rationale for the plan to fund eligible activities:

The City's funding decisions are based also based on two key assumptions:

- 1) City designating ARPA funding for services, development of permanent housing, and shelter and;
- 2) Continued state funding for services and the motel program over the medium term until additional shelter and/or permanent units come online.

These sources were identified during the data collection and outreach process and have informed the decision to allocate the majority of funds to rental housing. If it is apparent that these assumptions are no longer reasonable, then we will reevaluate this plan and consider a different allocation strategy.

Table 1.3 indicates that affordable housing inventories remain at a critical low. If the City wants to address homelessness, the inventory of affordable units needs to increase significantly. This sentiment was echoed by virtually all community partners, who indicated that additional permanent affordable housing units are the highest priority. Our partners identified that services for these new units would be critical in their success. Burlington plans to allocate the majority of funding for the development of new units, with Non-Profit Operating and Non-Profit Capacity Building funded to their maximum to provide support for existing and new services to go with the new units. Based on the feedback that we received during the outreach portion of the planning process, services are integral to the success of residents in affordable housing units, especially those in HOME-ARP's qualifying population.

E. HOME-ARP Production Housing Goals

Estimate the number of affordable rental housing units for qualifying populations that the PJ will produce or support with its HOME-ARP allocation

We expect that the proposed allocation of HOME-ARP funds will result in the creation of 25 new permanently affordable rental units, 5 of which will be restricted by the HOME-ARP regulations.

Describe the specific affordable rental housing production goal that the PJ hopes to achieve and describe how it will address the PJ's priority needs:

We also expect that HOME-ARP investment in rental housing will leverage additional local, state, and federal dollars, from both private and public sources. Specifically, HOME-ARP can be leveraged with tax-credit and ARPA-funded projects to increase the number of affordable units. We estimate that HOME-ARP funding will leverage an additional 20 affordable units. The leveraging of additional funds will help increase the inventory of affordable units which is one of the priority needs of the City.

F. Preferences

Burlington does not intend to give preference to any particular Qualifying Populations or subpopulations in the course of administering this HOME-ARP award.

G. Refinancing Guidelines for HOME-ARP Projects

Burlington does not intend to use HOME-ARP funds to refinance existing debt on multi-family projects.



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
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Councilor Sarah Carpenter, Chair Ward 4

Councilor Zoraya Hightower, Ward 1

Councilor Joe Magee, Ward 3

Committee members: Chair Sarah Carpenter (SC), Joe Magee (JM), Zoraya Hightower (ZH)

City staff: Christine Curtis

Other Attendees: Morgan Brown, Gene Bergman, Ben Traverse, Cameran Niedermayer, Asst City Manager Montpelier; Paul Dragon, Sarah Russell, CVOEO; Ken Russell, Another Way Montpelier; Brian Pine, Marcella Gange, Todd Rawlings, CEDO

Thursday, March 17th, 2022

5:00 PM – 7:00 PM

Virtual Zoom

Draft Minutes

Meeting Started at 5:05 PM

1. Approve agenda

MOTION by Councilor Magee, SECOND by Councilor Hightower, to amend the agenda as follows: Postpone agenda item 6. and move Public Forum after agenda item 7.

VOTING: unanimous; motion carries.

2. Approve minutes: 2/17/22

MOTION by Councilor Hightower, SECOND by Councilor Magee, to adopt the minutes as presented

VOTING: unanimous; motion carries.

3. Discussion of Montpelier Encampment Response Policy – Cameron Neidermayer, Assistant City Manager, Montpelier

- Policy follows other court case guidance and gives people the opportunity to camp on public land as long as they are not causing damage to the land
- Policy is to highlight expectations around emergency camping situations
- Most land in Montpelier is Parks land, they were very involved in the process
- They did not see an increase in emergency camping since the policy has been released since other housing services increased
- Most emergency camping is happening in the woods/trails
- There are boundaries set in place where camping cannot take place - “high sensitivity areas”
- JM asked about the 24-hour time period that applies to giving people time to remove themselves from a “high sensitive area”
 - The decision is based on health and public safety issues
- Gene Bergman asked about other public safety considerations like trash removal and having proper facilities
 - All parks have restrooms available and trash cans that are all monitored
- Ken Russell reviewed the Montpelier policy and agrees it was an important move and that all people are allowed to exist in that community
- Ben Traverse stated the public comments were positive and to provide grace to help those experiencing house-lessness
 - Does the policy allow for structures to be built? The answer is no.
- Morgan Brown previously house-less, speaking from personal experience regarding storage needs. 90 days allowable to keep belongings stored. Person should not lose their rights just because they do not have traditional housing.
- Paul Dragon talked about systemic barriers and how this is a difficult conversation. Support services do exist and would like to see safe camping areas throughout the State. Supports this ordinance and thinks this is coming at a good time.

4. Camping Ordinance proposal – Paul Dragon, CVOEO; Ken Russell, Executive Director, Another Way, Montpelier

- This item was combined/covered with agenda item 3.

5. Discussion on Tax Policy Research proposals

- Tabled until next meeting

6. Update from CEDO on emergency shelter pod project

- Brian Pine spoke to this agenda item
- Parking lot on 51 Elmwood Ave is proposed for use
- Sleeping area, not a housing unit
- Community bathrooms provided with showers in a separate unit
- July 1st opening date for shelter pods
- 3-year period for the pods – number of efforts underway to fill the demand of permanent housing
- Sanitary, sewer and electricity will be installed, pods will include heating, cooling, wifi
- Pets will be allowed
- This lot was chosen due to infrastructure needs in the most cost-effective way and close to transit system and Feeding Chittenden
- This will be a low-barrier shelter – limited requirements for entry
- Staffed 24/7, details on that coming soon
- Fencing will be installed to ensure security
- JM asked what the plan is to engage the adjacent community
 - Outreach has already occurred to property owners and currently planning a neighborhood meeting
- ZH asked about the permanence for houseless solutions
 - Urgent needs must be met with permanent housing solutions

7. Public Forum

- Erhard Mahnke spoke to the large amounts of land in Burlington for camping but it is private property. Are any private property owners allowing people to camp on their land?
- Gail Rafferty asked about the proposed ordinance and if people camp in children's parks, 30 days seems too long for people to move along. Why 30 days? The enforcement may be challenging here.
- Joel Baird asked if the change to the current ordinance is really necessary if City Parks are going to be off bounds to camping anyway in the new ordinance.
- Sam Powers responded that this policy is not to provide public space for people to camp but rather focusing on due process and City policy that surrounds camping.
- Stephen Marshall stated that people with private property can volunteer their land for camping.

8. CEDO – ARP / HOME Public Hearing

- Todd Rawlings presented on this item (presentation can be found on CDNR webpage).
- There were no comments from the public
- SC asked for clarification on the coordinated entry system and how it applies to HOME/ARP funds

9. Other Business

- Potential work session April 25th
- April 21st meeting items
 - Tax policy item and camping ordinance proposal

10. Adjournment

MOTION by Chair Carpenter to adjourn meeting at 7:37 PM.

VOTING: unanimous; motion carries.