

ARTICLE 5. Shall the voters approve the following amendment to Section 401 of the City Charter (strikethrough represents a deletion, and underline represents an addition):

§ 401. CITY MEETINGS AND ELECTIONS

(a) By January 1 of each year, the voters Council shall ~~at each annual meeting vote to~~ set the date of the next annual meeting, at which time the voters shall vote for the election of officers, the voting on the City budget, and any other business included in the warnings for the meetings.

ARTICLE 6. Shall the voters approve holding the 2024 Annual Meeting on Tuesday, April 9, 2024, at which time the voters shall vote by Australian ballot for the election of officers, the voting on the City budget, and any other business included in the warning for the meeting?

ARTICLE 7: Shall the voters authorize a planning loan through the Drinking Water State Revolving Fund for a project in the Water Enterprise Fund to complete a service line inventory and lead service line replacement plan in an amount not to exceed \$433,700 to be financed over a period not to exceed ten years?

ARTICLE 8. To elect City officers required by law including: Moderator (one-year term), two City Council members (three-year terms), and one Library Trustee (five-year term)?

Dated this 8th day of March 2023 by the Essex Junction City Council.



2 Lincoln St.
Essex Junction, VT 05452-3154
802.878.6944
www.essexjunction.org

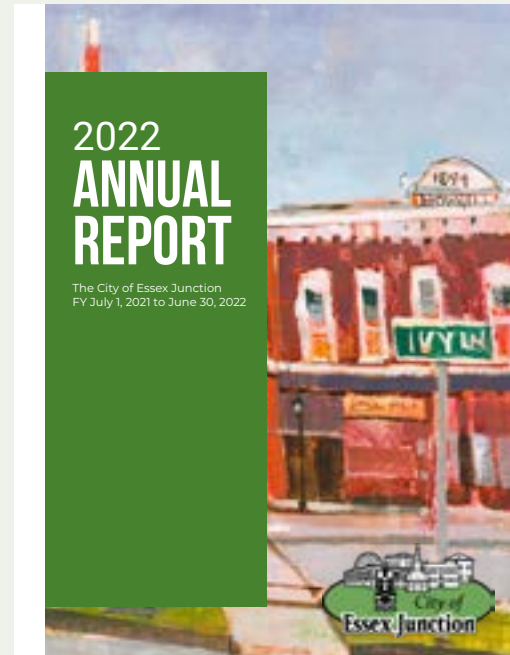
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ECRWSS
POSTAL PATRON

FY 24 Budget SUMMARY

	FY21 Actual	FY22 Actual	FY23 Budget	FY24 Budget Proposal	Dollar Change from Prior Year	Percent Change from Prior Year
Revenues						
Property Taxes	3,671,306	3,745,838	3,890,397	10,420,986	6,530,589	168%
General	429,579	300,501	753,961	631,530	(122,431)	-16%
Administration	50,000	147,004	50,000	-	(50,000)	-100%
Clerk	-	-	-	105,008	105,008	n/a
Information Technology	-	-	-	14,000	14,000	n/a
Community Development	27,735	38,332	39,000	79,158	40,158	103%
Economic Development	-	12,000	-	4,000	4,000	n/a
Fire	50	10	20	10	(10)	-50%
Streets	1,196,537	1,395,993	1,469,044	153,500	(1,315,544)	-90%
Stormwater	71,851	76,553	78,018	-	(78,018)	-100%
Brownell Library	15,000	48,368	15,500	500	(15,000)	-97%
Recreation	22,897	20,560	12,000	12,479	479	4%
Buildings	1,994	1,993	2,075	-	(2,075)	-100%
Total General Fund Revenues	5,486,949	5,787,152	6,310,015	11,421,171	5,111,156	81%
Expenditures						
Administration	485,539	616,435	722,102	611,570	(110,532)	-15%
Legislative	-	-	-	83,333	83,333	n/a
Clerk	-	-	-	306,750	306,750	n/a
Finance	186,744	246,434	334,415	504,300	169,885	51%
Information Technology	-	-	-	153,650	153,650	n/a
Assessing	-	-	-	77,810	77,810	n/a
Community Development	231,088	245,022	267,977	482,813	214,836	80%
Economic Development	17,600	46,360	49,250	40,000	(9,250)	-19%
Fire	410,849	493,366	482,738	545,484	62,746	13%
Health and Human Services	-	-	-	2,977,293	2,977,293	n/a
County/Regional Functions	-	-	-	346,883	346,883	n/a
Streets	1,264,086	1,396,426	1,465,044	1,566,556	101,512	7%
Stormwater	75,594	72,848	90,018	167,484	77,466	86%
Brownell Library	706,684	743,380	871,455	964,134	92,679	11%
Recreation	730,704	781,797	847,138	1,100,479	253,341	30%
Buildings	279,754	313,583	285,200	390,749	105,549	37%
Debt	202,734	199,363	195,550	402,528	206,978	106%
Transfers and Misc.	958,835	682,620	699,128	699,356	228	0%
Total General Fund Expenditures	5,550,211	5,837,633	6,310,015	11,421,171	5,111,156	81%

FY 21, 22, 23 is only the Village budget. Residents also paid approximately 42% of the Town budget in these years. FY 24 is the City only budget. City residents will no longer pay a percentage of the Town budget. All taxes levied will fund City operations.



2022 ANNUAL REPORT

To view the full 2022 City of Essex Junction Annual Report visit the City's website at www.essexjunction.org. You can also request to receive a printed copy by emailing admin@essexjunction.org or by calling 802-878-6944.

INFORMATIONAL HEARING

April 10, 2023
6 PM

The public informational hearing will be held remotely via Zoom. No voting will take place during this meeting. Information to join the Zoom meeting can be found at www.essexjunction.org/meeting/informational-hearing.

ANNUAL MEETING

April 11, 2023
7 AM - 7 PM
Champlain Valley Expo,
Blue Ribbon Pavilion, 105 Pearl Street

The 2023 City Annual Meeting will be held entirely by Australian ballot. More information on the budget and articles can be found online at www.essexjunction.org/departments/clerk/voter-information/annual-meeting

Message From THE CITY COUNCIL PRESIDENT



ANDREW BROWN,
City Council President

Welcome to the first newsletter from the City of Essex Junction! It's hard to believe that just this past July 1st, we celebrated the Village officially becoming the City of Essex Junction. The number of community members that came out to celebrate such a monumental occasion that evening was inspiring. The beautiful image

of our community coming together, as captured by an aerial shot of us standing in the middle of five corners, will sure to be cherished by many, myself included.

If I could summarize this past year in just one word, it would be transition. As of July 1, 2023, we will have fully transitioned from sharing finance, clerk, information technology, tax collection, and stormwater services with the Town. This planned transition has resulted in City and Town staff collaborating on pulling these services apart and City staff building the systems necessary for our municipality to continue these services. A significant transition occurred when we welcomed our first City Manager, Regina Mahony, to the position. Regina is no stranger to our community, having worked for the Chittenden County Regional Planning Commission in her prior role. She has hit the ground running from day one, and I personally appreciate the perspective she

has brought to our community. With hiring Regina we thank Brad Luck (EJRP Director) and Wendy Hysko (Brownell Library Director) for taking on the role of Interim Co-Managers. Our City would not be where it is today without them and their leadership. Other transitions include moving our Zoning Board of Adjustment to a Development Review Board (DRB). This change allows the DRB to focus on making development-related decisions while our Planning Commission can dedicate its time to strategic visioning.

This year we said goodbye and thank you to some long-term staff members who have served our community and greatly impacted our way of life for the better. I want to thank Health Officer Jerry Firkey (50 years), Chief Operator of the Wastewater Treatment Facility Bernie Fleury (44 years), and Community Development Director Robin Pierce (14 years) for their service to our community as it

Continued inside

City of Essex Junction

WARNING

Informational Hearing – Online Only Monday, April 10, 2023, at 6:00 PM

Available options to watch or join the meeting:

- **WATCH:** the meeting will be live-streamed on Town Meeting TV.
- **JOIN ONLINE:** [Join via Zoom](#).
- **JOIN CALLING:** (toll free, audio only) 1(888) 788-0099, Meeting ID: 944 6429 7825; Passcode: 635787
- **MODERATOR:** All instructions for conduct of the meeting will be guided by the Moderator.

If you have difficulty accessing the hearing, email admin@essexjunction.org.

Under the City of Essex Junction Charter, voting in the Annual City Meeting is entirely by Australian ballot. A public informational hearing on the Articles to be voted on at Annual Meeting will be held according to 17 V.S.A. § 2680. **No voting will take place during this hearing.** If you wish to make a public comment but do not have the ability to comment remotely during the meeting, please email your comment(s) to the City Manager at admin@essexjunction.org.

AGENDA will include:

- Discussion of Article 1 – Adopting the budget
- Discussion of Article 2 – Charter amendment regarding Conflict of Interest
- Discussion of Article 3 – Charter amendment regarding Conflict of Interest
- Discussion of Article 4 – Charter amendment regarding Moderator
- Discussion of Article 5 – Charter amendment regarding annual meeting
- Discussion of Article 6 – Next annual meeting date
- Discussion of Article 7 – Planning loan
- Announcement of offices up for election in Article 8
- Public to be heard (to be moderated)

Annual Meeting - Australian Ballot

Tuesday, April 11, 2023 – 7:00 AM to 7:00 PM

The legal voters of the City of Essex Junction are hereby notified and warned to meet at the Champlain Valley Exposition in the Blue Ribbon Pavilion, 105 Pearl Street in the City of Essex Junction, on Tuesday, April 11, 2023, to transact the following business by Australian ballot. Said voting by Australian ballot to begin at 7:00 AM and close at 7:00 PM.

ARTICLE 1. Shall the voters approve an annual General Fund Budget in the amount of \$ 11,421,171 for fiscal year July 1, 2023, to June 30, 2024, \$10,420,986, of which is to be levied in taxes against the City Grand List?

ARTICLE 2. Shall the voters approve the following amendment to Section 206 of the City Charter (strikethrough represents a deletion, and underline represents an addition):

§ 206. CONFLICT OF INTEREST; PROHIBITIONS

(a) Holding other office. No Council member shall hold any City employment during the term for which they were elected to the Council, unless allowed by state statute. A Council member may be appointed to represent the City on other boards except as pursuant to 17 V.S.A. § 2647. No former Council member shall hold any compensated appointive municipal office or employment, except for poll worker, until one year after the expiration of the term for which they were elected to the legislative body.

ARTICLE 3. Shall the voters approve the following amendment to Section 206 of the City Charter (strikethrough represents a deletion, and underline represents an addition):

§ 206. CONFLICT OF INTEREST; PROHIBITIONS

(b) Holding other office. No Council member shall hold any City employment during the term for which they were elected to the Council. A Council member may be appointed to represent the City on other boards except as pursuant to 17 V.S.A. § 2647. ~~No former Council member shall hold any compensated appointive municipal office or employment, except for poll worker, until one year after the expiration of the term for which they were elected to the legislative body.~~

ARTICLE 4. Shall the voters approve the following amendment to Section 302 of the City Charter (strikethrough represents a deletion, and underline represents an addition):

§ 302. MODERATOR

The voters Council at the City Annual Meeting shall elect appoint a Moderator who shall preside at the next City Informational Annual Meeting. The term of Moderator shall be one year. Only qualified voters of the City of Essex Junction shall be eligible to hold the office of Moderator.

The Articles EXPLAINED

ARTICLES 01

Adopting the FY 24 Budget

You are being asked whether to approve or not approve a General Fund budget of \$11,421,171, of which \$10,420,986 will be levied in taxes.

- This is our first budget as an independent City. All taxes levied will fund City operations. City residents will no longer pay Town taxes.
- Budget increase over inflation adjusted FY22 mock city budget: 6%
- Estimated tax rate increase over what city residents are paying in FY23 for combined city and town taxes: 0.4%
- Estimated tax increase to \$280,000 property: \$10.86
- Primary expense increases include new positions (Administration Assistant, Code Enforcement Officer, Planner, and EJRP Adult Program Director), Building Coordinator Role adjustments, a higher-than-normal increase for Essex Rescue, and new Stormwater costs to meet permit requirements.

ARTICLES 02

Charter Amendment Section 206, Conflict of Interest

You are being asked whether to approve or not approve an amendment to Section 206, Conflict of Interest, of the City Charter.

- Adding “unless allowed by state statute” to the second sentence within 206a. If an appointed position has not been filled (i.e., Health Officer), the State will appoint the Chair of the City Council. This appointment would make the Chair an employee and in conflict with the current charter.
- Would prevent current City Councilors from being City employees unless in circumstances where state law deems it appropriate.

ARTICLES 03

Charter Amendment Section 206, Conflict of Interest

You are being asked whether to approve or not approve an amendment to Section 206, Conflict of Interest, of the City Charter.

- Remove the final sentence in section 206a, which requires one year to pass after the end of their elected term before the municipality can employ a former City Councilor.
- Other Vermont City charters and most Town charters do not require this time restraint.

To view the entire budget and Charter amendments see the Warning located in this newsletter or visit the website at www.essexjunction.org/departments/clerk/voter-information/annual-meeting.

ARTICLES 04

Charter Amendment Section 302, Moderator

You are being asked whether to approve or not approve an amendment to Section 302, Moderator, of the City Charter.

- The role of the Moderator, as defined within our charter, is to “preside at the next annual meeting.” In Essex Junction, our annual meeting is no longer an in-person meeting where votes are taken by those physically present. Instead, our annual meeting is held via Australian ballot, and decisions are made through the ballot.
- The City Council would appoint a moderator to preside at the City Informational Meeting.
- If the Legislature approves this amendment, it will go into effect for the April 2025 City Informational Meeting.

ARTICLES 05

Charter Amendment Section 401, City Meetings & Elections

You are being asked whether to approve or not approve an amendment to Section 401, City Meetings and Elections, of the City Charter.

- The City Council would set the date to hold the annual meeting (Australian ballot voting) instead of the voters voting each year on the date.
- The City Council would decide the date by January 1 each year.
- This would allow the City to collaborate with the school district quickly if it wants to change when they vote to ensure our community votes once on municipal and school items.
- If the Legislature approves this amendment, it will go into effect for the April 2025 annual meeting.

ARTICLE 07

Planning Loan

You are being asked whether to authorize or not authorize a planning loan through the Drinking Water State Revolving Fund for a project in the Water Enterprise Fund to complete a service line inventory and a lead service line replacement plan in an amount not to exceed \$433,700 to be financed over a period not to exceed ten years.

- The City is required to conduct an inventory of water line services in residential properties by October 2024 to identify any lead pipes.
- This loan is through the state revolving loan fund. It is a ten-year loan with payments beginning in year five of the loan. This is an interest-free loan and would allow the City to spread the cost over ten years instead of using the fund balance to complete the project in one year.
- Water user fees would fund the debt payments on this loan.

wastewater treatment facility, and much more. I appreciate the opportunities I have had to learn from them as they are two excellent embodiments of public service.

With this year concluding our defined transition year from a Village to the City, I look forward to working with the rest of the City Council, staff, and community on charting our path forward. We cannot do this work alone and need your input. Please contact us and let us know what you want and don't want for our community.

Thank you, and may you all be well.

Letter from the President Continued...

would not be what it is without each of their contributions.

The City Council will also have two new members, as George Tyler and Dan Kerin are not running for re-election. Both George and Dan have spent more than a decade serving our community as Village Trustees and City Councilors, in addition to spending time on the Brownell Library Trustees (George) and Village Planning Commission and Recreation Advisory Council (Dan). Their leadership greatly impacted the vision for our downtown development and helped the City to obtain funding for the Crescent Connector, train station redesign, renovations to the