1. Improve accessibility of code enforcement data, including properties’ CoC ratings and complaint history

**Progress:**

- Currently the CoC rating, the Code Enforcement complaints, billing and inspections data is available on the Burlington Property Database.
- The COC data is now live on the [Open Data Portal](#) and also on reported on the [BTVStat Dashboard](#). These datasets are automatically updated as the City’s property database AMANDA is updated (refreshed daily).

**Next Steps:** Include a detailed definition of the CoC ratings terms, in order to better inform the current data available.

**Timeline:** Winter 2020
2. Strengthen the City’s minimum housing standards

- **Progress:** City work group is currently reviewing minimum housing standards and have identified the following areas for initial changes:

- 1-5 Certificate of Compliance Rating System Standards - Less deficiencies allowed
- Based on deficiency data over the last 3 years the top deficiencies have been identified and DPI is looking to add additional requirements in 2020
  - Lead paint essential maintenance practice
  - Heating unit tags checked every two years
  - Smoke/CO Detection
  - HBR to determine cases should receive an extension (where 3 or more follow up inspections required or exceeded 12 months to meet compliance)
  - Section 18-95 Means of Egress: Add exceptions adopted in NFPA1
- **Next Steps:** Stakeholder meetings, CDNR Committee for draft recommendations
- **Timeline:** Spring/Summer 2020
3. Assess capacity of existing tenant advocacy resources to meet demand in Burlington; require distribution of educational materials to landlords and tenants

**Progress:**
- Neighborhood Project: Objective #2
- Informational card to be provided to tenants when a complaint is made:
  - Division Manager & Department Director’s contact info
  - Protection under Ch. 18 against retaliatory eviction;
  - Community resources that may provide guidance & assistance
- The City is currently working with UVM Community Coalition to make their materials for renter education for off campus living more widely available.
- VT Tenants and VT Landlord have the comprehensive *Finding Common Ground: The Definitive Guide to renting in Vermont.*

**Next Steps:** Update CDNR on Neighborhood Project progress

**Timeline:** Spring 2020
4. Consider an expanded role for Burlington’s Housing Board of Review

• **Progress:**
  - Initial data is available on the Housing Board of Reviews caseload.
  - See Recommendation 2 above: HBR to determine cases should receive an extension (where 3 or more follow up inspections required or exceeded 12 months to meet compliance)

• **Next Steps:**
  - City attorney to review process for proposed changes to Housing Board of Review
  - Significant changes to the scope would likely require a charter change

• **Timeline:** Spring 2020
5. Review ‘just cause’ eviction standards and consider tenant assistance for ‘no cause’ evictions

- **Progress:** City attorney reviewed possibility of just cause eviction changes
- **Next Steps:** Likely any changes, such as requiring a relocation payment for no cause evictions, would require a charter change
- **Timeline:** Unknown
6. Track data on evictions, Housing Review Board decisions

**Progress:** VT Legal Aid is interested in partnering to get the data. Need to submit a formal request for information to the Chittenden County Superior Court. Requires a large effort and some targeted resources to look back at cases over the last several years.

**Next Steps:**

- Partner with VT Legal Aid to get the data and compile a report.
- Look into whether the Sheriff’s office keeps record of eviction notices.
- Start tracking appeal outcomes from the HBR. Include HBR data, eviction data, in BTV Stat.

**Timeline:** Fall 2020

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7. Evaluate existing tenant support resources, and assess need for eviction support fund

**Progress:** Reviewed recommendations and data from VT Legal Aid report on Eviction in Vermont.

**Next Steps:** Determine how much eviction prevention / housing retention resources are currently available - BHA, CVOEO, COTS, Pathways, CHCB, Spectrum, UVM Med Ctr, Hope Works, Howard Center, Cathedral Square, CHT. Determine gaps in resources that tenants are facing. Legal assistance? Language Access?

**Timeline: Spring/Summer 2020,** Discuss needed tenant support resources at CDNR meetings.