

CITIZENS ADVISORY COMMITTEE ON HOUSING  
AND COMMUNITY DEVELOPMENT

January 8, 2019

6:30 p.m.

REVISED

**Members Present:** Marcella Barnett, Lynn Bittel, Teri Marquante, Bill Moran, Hayley Reddish, Jason Schneider, Michael Thomas, Catalina Vielma and Charlene Wisner-Howard.

**Members Absent:** \*Fumnanya Camara, \*Vince Chowdhury, \*Kathryn Messer, and \*Robert Plowden.

**\*Excused**

**Attendance Notes:** Ms. Catalina Vielma arrived at 6:36 p.m.

**Staff Present:** Barbara Abbotts, Aimee Bart, Anita Burkhart, Chris Davis, and Larry Waldron.

**Guests Present:** None.

**Chairperson Lynn Bittel** called the meeting to order at 6:30 p.m.

**Roll Call**

- Notice was given to **Ms. Marcella Barnett** that her term is expiring this year, on August 31, 2019.

**Collection of Conflict of Interest and Volunteer forms and review of committee members contact and address information**

- **Mr. Lynn Bittel** informed the committee that they had been given the forms and to return them to **Aimee Bart**.

**Approval of Agenda**

- **Marcella Barnett** motioned to approve the amended agenda as presented. **Teri Marquante** seconded the motion. The motion passed unanimously.

**Approval of Minutes**

- **Charlene Wisner-Howard** motioned to approve the revised minutes of the **November 13, 2018** meeting as presented. **Marcella Barnett** seconded the motion. The motion passed unanimously.

**Introduction of New Committee Members**

**Mr. Bittel** requested that the new committee members introduce themselves.

- a. **Ms. Hayley Reddish** introduced herself and shared about her background. The Committee welcomed her.
- b. **Ms. Catalina Vielma** introduced herself and shared about her background. The Committee welcomed her.

## Election of Officers

Elections were held for one Chairperson and two Vice-Chairpersons.

**Teri Marquantte** nominated **Lynn Bittel** as Chairperson. **Charlene Wisner-Howard** seconded the nomination. No other nominations were made. Mr. Bittel accepted the nomination. Charlene Wisner Howard closed the nomination.

- **The motion to approve the election of Lynn Bittel as Chairperson passed unanimously. Mr. Bittel accepted.**

**Bill Moran** nominated **Catalina Vielma** as 1<sup>st</sup> Vice-Chairperson. **Jason Schneider** seconded the nomination. No other nominations were made. Ms. Vielma accepted the nomination. No other nominations were made. Lynn Bittel closed the nomination.

- **The motion to approve the election of Catalina Vielma as 1<sup>st</sup> Vice-Chairperson passed unanimously. Ms. Vielma accepted.**

**Bill Moran** nominated himself as 2<sup>nd</sup> Vice-Chairperson. **Marcella Barnett** seconded the nomination. No other nominations were made. Charlene Wisner-Howard closed the nomination.

- **The motion to approve the election of Bill Moran as 2<sup>nd</sup> Vice-Chairperson passed unanimously. Mr. Moran accepted.**

## Communications from Staff

### a. Barbara Abbotts – 2018 Year Accomplishments – HOAP Programs

**Ms. Barbara Abbotts** distributed a packet to the committee and presented a brief summary of the HOAP 2018 year end accomplishments.

- 3 Housing Counselors for the HOAP Program passed the HUD Certified Housing Exam in 2018.
- **Down Payment Assistance**
  - i) 57 Down Payment Assistance Applications were received, a 22% decline from 2017.
  - ii) 5 Down Payment Assistance Loans were provided, a 70% decline from 2017.

Declines are caused by the current market values in Aurora, HUD's purchase limit (\$312,000) and the income limits causing individuals to not be eligible for the Federal Funds.

- **Home of Our Own Program (HOOO) – Deposit and First Month Rent Assistance**
  - i) 46 HOOO Applications were received, a 35% increase from 2017.
  - ii) 7 of those individuals were deemed eligible and provided with assistance, a 36% decline from 2017.

Some of the reasons for the decline in assistance provided include:

- Individuals not having enough income to afford rent

- Prior eviction
  - Federal offense in the last 5 years
  - Inability to gain approval from apartment management
  - In order to qualify for HOOO, households must make 60% or less of median income.
- **Reverse Mortgage (HECM)**
    - i) 362 households received Reverse Mortgage Counseling, a 19% increase from 2017.
  - **Foreclosure Counseling**
    - i) 66 households received Foreclosure Counseling, a 57% increase from 2017.
    - ii) 54 of the 66 foreclosures were resolved with 11 awaiting a decision for modification.
  - **First Time Homebuyer and Financial Fitness Classes**
    - i) 1013 individuals attended our English and Spanish First Time Homebuyers Seminars and our Financial Fitness Classes, a 2% increase from 2017.

Discussion ensued. Ms. Abbotts and Ms. Anita Burkhart answered the committee members' questions.

b. **Larry Waldron – 2018 Year Accomplishments – Rehab Programs**

Mr. Larry Waldron presented a brief summary of the Rehabilitation Programs 2018 year end accomplishments.

	<b>Number of Projects</b>	<b>Total Dollars Expended</b>
Single Family Rehabilitation	19	\$787,298
Emergency Repair	36	\$222,475
Radon Mitigation	15	\$33,447
Handicap Accessibility	5	\$43,850
Hazardous Tree Removal	22	\$77,085
Commercial Renovation (2 completed) (1) Jubilee Roasting (1452 Kenton) (2) 1475 Kingston		\$531,098
Special/Out of Program Projects (2 completed) (1) Aurora Interfaith (2) Ability Connections		\$541,560

Discussion ensued. Mr. Larry Waldron and Ms. Anita Burkhart answered the committee members' questions.

c. **Anita Burkhart – Loan Write-Offs**

Ms. Burkhart reported that there were no loan write-offs for the months of November and December 2018.

During the months of November and December 2018, we received \$224,462.24 in Program Income. We want to note that the Program Income is slowing down substantially.

Program	Income	Year to Date Income
HOME	\$200,580.55	\$1,265,268.87
CDBG	\$18,073.58	\$148,998.37
NSP1	\$5,808.11	\$33,213.67
NSP3	\$0.00	\$35,467.73
AVAILABLE UNCOMMITTED FUNDS FOR NEW PROJECTS: *Numbers are estimates until year end processing is final		
HOME	\$600,000.00	
CDBG	\$200,000.00	

Discussion ensued. Ms. Burkhart answered the committee members' questions.

**Communications from Committee**

- a. Mr. Lynn Bittel informed the committee that he attended the ground breaking ceremony for Veterans Renaissance Apartments at Fitzsimons and enthused about what a great project it is and a good location it will be with being so close to the VA medical center. Mr. Chris Davis reminded the committee that there is a ground breaking ceremony for Residences at Hoffman on January 25, 2019. The committee requested that the invitation be re-sent.
- b. Ms. Catalina Vielma discussed developer fees for LIHTC projects.
- c. No other communications occurred

**Adjournment**

- Marcella Barnett motioned and Bill Moran seconded the motion to adjourn the meeting. The meeting adjourned at 7:33 p.m.

Minutes taken by:

Aimee Bart  
Aimee Bart, Administrative Specialist

Minutes reviewed by:

Anita M Burkhart  
Manager, Community Development Division

Minutes approved by:

Lynn Bittel      2/12/19  
Date