

CITIZENS ADVISORY COMMITTEE ON HOUSING
AND COMMUNITY DEVELOPMENT

May 14, 2019

6:30 p.m.

Members Present: Marcella Barnett, Lynn Bittel, Vince Chowdhury, Teri Marquante, Bill Moran, Hayley Reddish, Jason Schneider, and Catalina Vielma.

Members Absent: *Fumnanya Camara, Kathryn Messer, *Robert Plowden, *Michael Thomas, and *Charlene Wisner-Howard.

*Excused

Late Arrivals/

Early Departures: Marcella Barnett and Catalina Vielma.

Staff Present: Aimee Bart and Chris Davis.

Guests Present: None.

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

Roll Call

Approval of Agenda

- **Teri Marquante motioned to approve the revised agenda as presented. Jason Schneider seconded the motion. The motion passed unanimously.**

Approval of Minutes

- **Teri Marquante motioned to approve the minutes of the April 9, 2019 meeting as presented. Bill Moran seconded the motion. The motion passed unanimously.**

Communications from Staff

a. **Chris Davis – Program Narrative Part I (CDBG)**

Mr. Chris Davis informed the committee that **Ms. Burkhardt** was unfortunately sick and that he would be presenting the staff communications.

Mr. Davis presented a PowerPoint presentation reviewing Part 1 of the narrative for the 2020 funded core programs.

The primary objectives of the programs are to: Improve the quality of life for low-and moderate-income residents; and Revitalize HUD-designated target neighborhoods in Original Aurora. This is achieved by providing safe, decent and affordable housing opportunities; providing a suitable living environment, and expanding economic development opportunities.

Funding for our programs comes from the U.S. Department of Housing and Urban Development (HUD), in three (3) separate grant programs with differing rules:

- Community Development Block Grant (CDBG) – for some housing and community programs.
- HOME Investment Partnerships (HOME) – to be used specifically for housing programs.
- Emergency Solutions Grants (ESG) – to be used for homeless and homeless prevention programs.

Tonight’s meeting will focus on our CDBG funded programs.

Our 2020 Funding Allocations are estimated based on our 2019 Funding Allocations. Our estimated allocations are as follows:

CDBG - \$2,852,955
 HOME - \$1,133,568
 Estimated General Fund Match - \$255,053
 ESG - \$246,431
 Total - \$4,488,007

Mr. Davis gave a brief description of each of the programs.

Administrative Caps:

- CDBG Administration is subject to a 20% cap. The funds are used for direct administrative support of all CDBG funded programs, including staff salaries, training, and supplies.
- HOME Administration is subject to a 10% cap. The funds are used for direct administrative support of all HOME funded programs, including staff salaries, training, and supplies.
- ESG Administration is subject to a 7.5% cap. The funds are used for direct administrative support of all ESG funded programs.
- Public Service Projects are subject to a 15% cap.
- Community Housing Development Organization (CHDO) is subject to a 15% minimum cap. The funds are set aside and can be used as the required HOME set aside for CHDO. CHDO activities providing affordable housing can include acquisition, rehab, or new construction.

CDBG Rehabilitation Programs:

- **Emergency Repair Program:**
 This program provides grant funds for defined emergency repairs to owner-occupied, income eligible homeowners. This program is available city-wide and is only available on a one time use basis. Defined eligible emergency repairs can include: sewer line replacement, water heater replacement, furnace replacement and water line replacement. General maintenance conditions are not considered emergencies and therefore not eligible under this program. Grant limits for sewer lines are capped at \$8,000 (costs that exceed this amount will be provided in the form of a deferred loan); grant limits for all other repairs are capped at \$5,000 (costs that exceed this amount are provided in the form of a deferred loan).

- **Handicap Accessibility Program:**
This program provides grant funds to owner-occupied, income eligible households for accessibility modification and/or repairs to their home. This program is available city wide and is only available on a one time use basis. The funds are provided in the form of a grant not to exceed \$15,000. Accessibility work may include the installation of wheelchair ramps, chair lifts, widening of doorways (exterior and interior), kitchen repairs, bathroom repairs and any other handicap accessibility needs. The purpose of the program is to allow the owner and/or family member to be able to remain in the home as their primary residence for as long as possible.

- **Radon Mitigation Program:**
This program provides grant funds to owner-occupied, income eligible households for initial Radon testing, mitigation, and clearance testing. This program is available city wide and is only available on a one time use basis. Radon gas is the second largest contributor to lung cancer in the United States. This gas is colorless, odorless, tasteless, and occurs naturally as a byproduct of uranium decay. It is usually detected in the lower levels of single family and multi-family buildings, such as crawlspaces and basements. Radon gas is radioactive and is considered a health hazard due to its radioactivity.

- **Hazardous Tree Removal Program:**
This program provides grant funds for owner-occupied, income eligible homeowners. This program is available city-wide and is only available on a one time use basis. Trees that are eligible for removal are dead, non-city trees that have been cited by Code or Forestry for removal.

- **Lead Based Paint Program:**
These funds are used primarily by the HOAP staff to pay for initial lead based paint testing (to see if there is a hazard) and if lead based paint hazards exist, then funding pays for the clearance testing once the seller has mitigated the hazard. This program pertains to the first-time homebuyer program. The program does not pay for the mitigation, if required, as the seller is responsible for the correction in order for the buyer to move forward with the purchase.

Other CDBG Core Programs:

- **Commercial Renovation Program:**
This program provides funding for commercial revitalization efforts for exterior storefront projects located within the Neighborhood Revitalization Strategy Area (NRSA). The on-going exterior storefront program offers design services and rehabilitation funding as a 50% forgivable loan with a 50%, 10-year amortized zero percent interest, repayable CDBG loan from the applicant. The intent of the program is not to benefit the property owner but instead to eliminate slum and blight, address negative social factors, promote economic vitality, make Aurora the best city to work/live in, and stimulate private investment in the area. The 10-year repayable loan provides Community Development with necessary program income allowing additional services to be provided to Aurora citizens.

- **Northwest Aurora Alley Paving:**

Each year CDBG funds are utilized in conjunction with Public Works Division to pave up to four (4) alleys. The process for alley selection each year is completed in September during the OAR community meeting through an established lottery system. Each alley is approx. 600 ft. long and 14 ft. wide. The CDBG funds are used for construction and Public Works employees oversee the planning, permitting, bidding and project oversight of the construction process.

There are 285 total alleys. 140 have been completed so far.

CDBG Direct Delivery Administrative Allocations:

- **Rehabilitation Program Administration:**

These funds are required for staff salaries/benefits and purchase of supplies, services relating to all of the housing and commercial rehabilitation programs.

- **Housing Counseling / HOAP Administration:**

These funds are required for staff salaries/benefits and purchase of supplies, and services relating to all of the counseling programs offered through the Community Development Division which include first-time homebuyer counseling, foreclosure counseling, financial fitness counseling, reverse mortgage counseling, and rental counseling.

Coming in June, we will present our 2020 HOME Core Program narrative, including the Single Family Rehabilitation Program, the Homeownership Assistance/Homebuyer Program, the Tenant Based Rental Assistance (TBRA) Program, and the Community Housing Development Organizations (CHDO). We will also present information regarding our 2020 Emergency Solutions Grants (ESG).

Discussion ensued. **Mr. Davis and Ms. Aimee Bart** answered the committee members' questions.

b. **Chris Davis – CHD Vacancies**

Mr. Davis informed the committee that there are currently two vacancies. At this point in time, we only have one application. The committee decided they would like to wait until the next meeting to decide on interviewing the one applicant in hopes that more applications will be received. The committee also discussed the possibility of scheduling future interviews prior to the meeting each month for convenience purposes, and decided that it would benefit them all.

Mr. Davis informed the committee that we received an e-mail from **Robert Plowden** informing us of the hardships he has encountered this past year and requesting that we ask the committee if he could return next month, June 2019. The committee discussed and decided that he would be welcome back.

c. **Chris Davis – Loan Write-Offs**

Mr. Davis reported that there were no loan write-offs for the month of April 2019.

During the month of April 2019, we received \$109,086.89 in Program Income.

| Program | Income | Year to Date Income |
|--|---------------|----------------------------|
| HOME | \$99,240.59 | \$362,089.98 |
| CDBG | \$9,846.30 | \$34,156.61 |
| NSP1 | \$0.00 | \$0.00 |
| NSP3 | \$0.00 | \$0.00 |
| AVAILABLE UNCOMMITTED FUNDS FOR NEW PROJECTS: | | |
| HOME | \$500,000.00 | |
| CDBG | \$100,000.00 | |

Discussion ensued. **Mr. Davis** answered the committee members' questions.

Communications from Committee

- a. **Ms. Teri Marquante** inquired if anyone knew information regarding what was moving into the Friend Building that had Aurora Appliances in it. **Mr. Davis** informed her that we believe it is a non-profit entity moving in, however no solid information is known by us. Discussion ensued.
- b. **Ms. Marcella Barnett** inquired about the access for Alameda View, curious how residing there would be able to get onto Chambers and Alameda. **Mr. Davis** discussed that the developer for Alameda View offered to improve E. Alameda Drive, the access road, however the owner would not respond to their offer. Discussion ensued.
- c. **Ms. Catalina Vielma** requested that in a future meeting we discuss what the city is doing with opportunity zones to encourage what type of development they'd like to see. **Mr. Davis** informed the committee that the City's Economic Development team seems to be leading that front. The committee discussed the possibility of Economic Development coming at a future meeting to discuss opportunity zones further with them. Discussion ensued.

Ms. Aimee Bart reminded the committee that the two July meetings begin at 6:00 PM instead of 6:30 PM and informed them that we would be meeting in the Akron/Clinton meetings rooms downstairs for those meetings.

Adjournment

- **Jason Schneider motioned and Bill Moran seconded the motion to adjourn the meeting. The meeting adjourned at 7:36 p.m.**

Minutes taken by:

Aimee Bart
Aimee Bart, Administrative Specialist

Minutes reviewed by:

Chris Davis
Planner, Community Development Division

Minutes approved by:

Lynne Bittel 6/10/19
Date