

**CITIZENS ADVISORY COMMITTEE ON HOUSING
AND COMMUNITY DEVELOPMENT**

June 11, 2019

6:30 p.m.

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

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

***Excused**

Late Arrivals/

Early Departures: Hayley Reddish.

Staff Present: Aimee Bart, Chris Davis, and Sharon Duwaik.

Guests Present: None.

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

Roll Call

Approval of Agenda

- **Bill Moran** motioned to approve the agenda as presented. **Teri Marquante** seconded the motion. The motion passed unanimously.

Approval of Minutes

- **Marcella Barnett** motioned to approve the minutes of the May 14, 2019 meeting as presented. **Jason Schneider** seconded the motion. The motion passed unanimously.

Communications from Staff

a. **Chris Davis – Program Narrative Part II (HOME/ESG)**

Mr. Davis presented a PowerPoint presentation reviewing Part 2 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 HOME and ESG funded programs.

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.

HOME Funded Programs:

- **Single Family Rehabilitation Loan Program:**
This program provides funds to owner-occupied, income eligible households. The program uses federal funds to provide 0% interest, deferred loans and is available city wide. The intent of the program is to improve and/or stabilize the supply of decent, safe, sanitary and affordable housing for low-and moderate- income families and individuals within the city of Aurora. Repayment of the loan is due under any of the following circumstances: upon transfer of title, refinance with a cash out of equity, the owner no longer resides at the property, no longer is the owner's principal residence, or if the property is not being maintained in accordance with city code.
- **Home Ownership Assistance Program (HOAP):**
This program is offered city-wide to income qualified first-time homebuyers. The program uses federal funds to provide 0% interest, deferred loans to income qualified participants. The intent of the program is to provide decent, safe, sanitary and affordable housing for low-and moderate- income families and individuals who are first-time buyers within the city limits of Aurora. Repayment of the loan is due upon transfer of title, refinance with a cash out of equity, no longer is the owner's principal residence, or if the property is not being maintained in accordance with city code.

Mr. Davis discussed the difficulties that staff is having with this program at the moment. Due to the high price of homes, low-moderate income families are not able to afford homes at the prices they are at this time. Mr. Davis informed the Committee of a program being

administered by the City and County of Denver, the Metro Mortgage Assistance Plus, now known as the Metro DPA (Down Payment Assistance) program which has far fewer constraints than our federally funded down payment assistance program. The City of Aurora has agreed that the Metro DPA program can assist individuals purchase a home within Aurora city limits. Ms. Aimee Bart will send information regarding the Metro DPA to the Committee.

- **Tenant Based Rental Assistance (TBRA):**

The TBRA program is a rental subsidy that can be used to help low-income individual households afford housing costs such as rent and security deposits. CD HOAP staff along with a Case Manager will administer the TBRA program directly for the city of Aurora. All TBRA recipients will be required to participate in Community Development's self-sufficiency programs as a condition of the rental assistance. The self-sufficiency programs include, but are not limited to: attendance of the monthly Financial Fitness Classes and the HOAP Homebuyer seminar.

Due to the rising costs of housing (rental and ownership), staff is developing the TBRA program to continue to provide affordable housing to the city's low-moderate income households.

There are two key rules regarding the income eligibility of households under a HOME TBRA Program:

- Low-income: HOME TBRA is limited to tenants whose annual incomes are at or below the HUD low-income limits. A low-income family is one whose annual gross income is 80% or below of area median income (AMI).
- Funding allocation: For each fiscal year allocation, at least 90% of the families assisted through HOME TBRA and the households initially occupying assisted units in HOME rental developments (taken together) must have annual incomes at or below 60% AMI.

- **Community Housing Development Organization (CHDO):**

These funds will be used as the required HOME set-aside for Aurora's Community Housing Development Organizations (CHDO), created to carry out elements of the housing strategy outlined in the Consolidated Plan. CHDO activities providing affordable housing can include acquisition, rehab or new construction.

Emergency Solutions Grant (ESG):

- These funds will be distributed to non-profit homeless and housing service provider organizations for: Street outreach, Emergency shelter, Homeless prevention, Rapid re-housing assistance, and ESG Administration by the City of Aurora.

ESG Funds are distributed as follows:

- 60% Shelter Operations
- 32.5% Rapid Rehousing
- 7.5% Administration

Due to the timing of receipt of funds, Requests for Proposals for the 2020 funds are completed after the 2020 allocations are received and recommendations are brought to the Committee at that time.

At the end of the presentation, it was noted that our July 2019 meetings (July 9, 2019 and July 16, 2019) will begin promptly at 6:00 PM in the first floor committee rooms. It was requested that the committee members collect their budget binders and read through them prior to the meeting. **Mr. Davis** offered for any of the members to reach out to him if they would like to meet with him one-on-one for additional information or questions regarding any information we have discussed or any of the information in the budget binder.

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

b. Sharon Duwaik – 2019 ESG Funding Recommendations

Ms. Sharon Duwaik introduced herself as the ESG Grant Manager for Community Development. **Ms. Duwaik** presented a PowerPoint regarding the ESG Funding applications that were received.

The total Aurora Allotment for 2019 ESG Funds is \$246,431. Funds are distributed as 60% for Shelters (\$147,858), 32.5% for Rapid Rehousing and Homelessness Prevention (\$80,091), and 7.5% for Administration (\$18,482).

Shelter activities include essential services, operation costs, and HMIS (Homeless Management Information System) Data Entry. Rapid Rehousing and Homeless Prevention activities include housing relocation and stabilization services (including financial assistance and services costs) and HMIS Data Entry.

We received 5 applications for ESG Funds:

Mile High Behavioral Healthcare/ Comitis Family Services	<ul style="list-style-type: none"> • \$75,000 – Emergency Shelter (\$25,714 over allowed amount)
Gateway Battered Women’s Services	<ul style="list-style-type: none"> • \$49,286 – Domestic Violence Shelter and Essential Services
East Metro Detox Services	<ul style="list-style-type: none"> • \$48,210 – Detox and Recovery Shelter Program (\$1,058 below allowed amount)
Salvation Army – Aurora	<ul style="list-style-type: none"> • \$50,000 – Rapid Rehousing/ Homelessness Prevention
Aurora Mental Health – PATH Program	<ul style="list-style-type: none"> • \$54,000 – Rapid Rehousing/ Homelessness Prevention

CD Staff recommended the following disbursement of the ESG Funds:

Mile High Behavioral Healthcare/ Comitis Family Services	<ul style="list-style-type: none"> • \$49,824 – Emergency Shelter Operations
Gateway Battered Women’s Shelter	\$49,824 <ul style="list-style-type: none"> • \$26,000 – Essential Services • \$23,824 – Operations
East Metro Detox Services	\$48,210 <ul style="list-style-type: none"> • \$14,405 – Essential Services • \$18,305 – Operations • \$15,500 – HMIS Data Entry Staff

Salvation Army – Aurora	\$50,000 – Rapid Rehousing/ Homelessness Prevention
Aurora Mental Health – PATH	\$30,091 Rapid Rehousing and Stabilization

Discussion ensued. Ms. Duwaik and Mr. Davis answered the committee members' questions.

Chairperson Bittel asked the committee if they would like to vote on each separately, or if they wanted to vote on the recommendations as a whole. The committee chose to vote on the recommendations as a whole.

Ms. Teri Marquante motioned to approve the recommended funding as outlined in the presentation for the ESG Grant dollars. Mr. Bill Moran seconded the motion. The motion passed unanimously.

Mr. Davis also informed the Committee that the Paris Grand Opening will be July 18, 2019 at 10:00 AM, located at 1702 Paris Street.

Communications from Committee

- a. There were no communications from the Committee.

Adjournment

- Marcella Barnett motioned and Bill Moran seconded the motion to adjourn the meeting. The meeting adjourned at 7:25 p.m.

Minutes taken by: Aimee Bart
Aimee Bart, Administrative Specialist

Minutes reviewed by: Chris [Signature]
Planner, Community Development Division

Minutes approved by: Lynn Bittel 7/9/19
Date