

**CITIZENS ADVISORY COMMITTEE ON HOUSING
AND COMMUNITY DEVELOPMENT
TELECONFERENCE
March 8, 2022 | 6:30 p.m.**

Members Present: Lynn Bittel, Jaime Carolina, Demetra English, Teri Marquantte, Jason Schneider, Charlene Wisher-Howard

Members Absent: Marcella Barnett*, Vince Chowdhury, Demetra English*, Erica Howard

***Excused**

**Late Arrivals/
Early Departures:** Brittany Noble, Hayley Reddish

Staff Present: Jessica Prosser, Martha Alicia Montoya, Barbara Abbotts, Jeff Hancock, Jacquelyn Bayard, Billye Williams

Guests Present: Jodie Liddy, Sheila Alcantar

Roll Call

Chairperson Teri Marquantte called the meeting to order at 6:31 p.m. and roll call followed.

Approval of Agenda

Lynn Bittel motioned to approve the agenda as presented. Jason Schneider seconded the motion. The motion passed unanimously.

Approval of Minutes

Lynn Bittel motioned to approve the minutes of the February 8, 2022 meeting as presented. Jason Schneider seconded the motion. The motion passed unanimously.

Public Comment

Presentation by Jodie Liddy from Rebuilding Together Metro Denver (RTMD). RTMD's mission is repairing homes, revitalizing communities, and rebuilding lives. RTMD's vision is safe homes and communities for everyone.

Committee Member Briefings

None.

Communications from Staff

a. CD Updates - Jessica Prosser, Director

- **New Manager of Community Development**

Alicia Montoya was introduced to the group, and she shared highlights of previous work history.

- **Community Investment NOFO**

Jessica thanked Jamie and Jason for volunteering to review applications and said City Council appreciates their insight. She informed the committee that representatives from Housing and Community Services, Urban Renewal Finance, Development Assistance, and Grants were a part of the review panel. She stated the recommendations were taken to the Housing, Neighborhood Services, and Redevelopment (HORNS) council policy committee on March 3, 2022. Council was favorable to moving forward with creating preapproval letters and then working through the agreement process. She presented a PowerPoint presentation that included the following information:

- (1) Housing Strategy Policies Framework

- a. Foster a balanced and sustainable housing portfolio in Aurora
- b. Preserve the long-time affordability of existing housing stock
- c. Strengthen the City's capacity for addressing housing issues
- d. Expand the inventory of housing options throughout Aurora
- e. Strengthen the local economy and expand employment opportunities in Aurora
- f. Support protections for homeowners and renters
- g. Housing for all – inclusive city with housing at all income levels

- (2) Application Summary

- a. Multi-Family (New Construction)
 - i. Aurora Housing Authority: Potomac Campus Permanent Supportive Housing
 - ii. BMC Investments: Fitzsimons Gateway
 - iii. Columbia Ventures LLC: Elevate Aurora
 - iv. Aurora Leased Housing Associates I LLLP: Aurora Metro Center Station Senior Housing
- b. Multi-Family (Preservation)
 - i. Aurora Housing Authority: Residences at Willow Park
 - ii. Community Preservation Partners LLC: Windsor Court
 - iii. Steele Properties LLC: Weatherstone Apartments
- c. Homeownership
 - i. Elevation Community Land Trust: Emporia Duplex Project

- (3) Project Details and Renderings

- a. Potomac Campus Permanent Supportive Housing – Agency: Aurora Housing Authority; Address: 1290 S Potomac St; Ward: IV; Units: 60; Income Target: at or below 30%; Funding Request: \$1M ARPA; Recommended: \$1M ARPA; Score Summary: 45.78

- b. Fitzsimons Gateway Apartments – Agency: BMC Investments; Address: Peoria St and 14th Ave; Ward I; Units: 210; Income Target: 30-70%; Funding Request: \$500K ARPA / \$2M HOME / \$16M PAB; Recommended: \$1M HOME / \$11M PAB; Score Summary: 45.44
- c. Elevate Aurora – Agency: Columbia Ventures LLC; Address: 1671 Altura Blvd; Ward: II; Units: 131; Income Target: 30%-70%; Funding Request: \$500K ARPA / \$1.5M HOME; Recommended: \$500 ARPA / \$1M HOME; Score Summary 39.44
- d. Aurora Metro Center Station Senior Housing – Agency: Aurora Leased Housing Associates I LLC/Dominium; Address: S Grandby St & E Virginia Ave; Ward: III; Units: 222; Income Target: 30%-80%; Funding Request: \$1M HOME / \$21,387,505 PAB; Recommended: \$960K HOME / \$5M PAB; Score Summary: 47.22
- e. Residences at Willow Park – Agency: Aurora Housing Authority; Address: I-225 and Jewell; Ward: IV; Units: 72; Income Target: at or below 30%; Funding Request: \$1.6M CDEBG; Recommended: \$800K CDBG; Score Summary: 38.89
- f. Windsor Court – Agency: Community Preservation Partners LLC; Address: E Colfax and Joliet St; Ward: I; Units: 143; Income Target: 30%-60% AMI; Funding Request: \$6M PAB; Recommended: \$0; Score Summary: 33.22
- g. Weatherstone Apartments – Agency: Steele Properties LLC; Address: 15594 E 12th Ave; Ward: II; Units: 204; Income Target: at or below 60% AMI; Funding Request: \$15M PAB; Recommended: \$5M PAB; Score Summary: 37.33
- h. Emporia Duplex Project – Agency: Elevation Community Land Trust; Address: Emporia St and 25th Ave; Ward: I; Units: 12; Income Target: at or below 80%; Funding Request: \$640K HOME; Recommended: \$640K HOME; Score Summary: 43.89

(4) Community Investment Funding Summary

- a. Jessica stated there are approximately 15 additional projects in the pipeline and the city is tracking the number of units. Approximately \$5,000,000.00 of ARPA funds to put towards affordable housing, \$1,500,000.00 were allocated this round. More funds will be distributed this summer and beginning of 2023. Later in 2022 the city will receive an allotment of HUD funds that will be incorporated. Jeff checks program income throughout the year. In 2021 program income was higher which allowed more HOME money to be allocated in the winter 2022 notice of funding opportunity.
- b. Jason added it was a great experience for his first-time volunteering. The Neighborly Software system worked out well

to objectively evaluate the different projects. He highly encouraged other committee members to volunteer for the next round. Although he did not have specific experience or background knowledge, he said the staff were great at educating along the way. He felt confident about all the recommendations after the reviewers meeting and was glad to see Council supported seven (7) projects. Jaime mentioned he liked the Fitzsimons and homeless projects the most.

Loan Write-Offs – Jeff Hancock, Finance Supervisor

Jeff Hancock presented the write-off report. There were no loan write-offs in February. As mentioned in the last few meetings, the upward trend continues with clients calling in about assistance with possible foreclosures. A couple properties have gone to foreclosure sale that the city had loans on. Fortunately, the money was recovered because the property sold for more than what was owed. Jeff anticipates there will be some loan write-offs this year as foreclosure activity increases. The program income was as follows: HOME had \$149,739.15 and CDBG had \$7,432.04. NSP1 and NSP2 had no program income. The total program income received from loan repayment in February was \$157,171.19. Year to date program income, HOME has \$235,000 and CDBG has \$13,000. He explained the money that comes in is in addition to the annual grants from HUD that allows the city to put additional money back into new programs or new projects, such as the affordable housing projects that were part of the Community Investment in February. In summary, every extra dollar that comes in on repayments of old loans helps the city fund future projects.

Teri asked about the frequency of foreclosures. Barbara stated there are a lot of Notice of Election and Demand (NED) being recorded, however the state is handling most of them with the Homeowners Assistance Funds and COVID modifications. Although NED's are being recorded, the state is taking care of them, and no one has been deeded in 2022 yet. Jeff added that he's not seeing substantial numbers, but there's definitely an increase in the numbers for the starting point of the foreclosure process.

Communications from Committee

a. Bylaws Review

The CHD bylaws from 2017 were updated and presented to the committee. The following additions were made:

- (1) Authority: The Citizens Advisory Committee on Housing and Community Development (hereafter known as "the Committee") was established by the City Council of the City of Aurora, Colorado, through Resolution No. 74-125, November 4, 1974, as amended by Resolution R79-104, October 1, 1979, **as amended by Resolution R2013-03, January 28, 2013.**
- (2) Meetings: Regular meetings of the Committee shall normally be held the second Tuesday of each month at 6:30 P.M. **at a specified city facility or held virtually, unless otherwise specified.**

The agenda for such meetings shall be prepared by the Community Development Staff of the **Housing and Community Services** Department in consultation with the Chairperson.

- (3) Number of Members, Tenure, Vacancies: Committee members shall be appointed by the City Council for a period of four (4) years and a maximum of two (2) terms. Members may reapply for appointment to the CHD committee so long as they wait one full-term before reapplying.

The following items were deleted:

- (4) Number of Members, Tenure, Vacancies: If such explanation is accepted by the Executive Sub-Committee, no action will be taken. If, however, it is not accepted, the Executive Sub-Committee will recommend to City Council dismissal of the member.
- (5) Sub-Committees: The Executive Sub-Committee will consider issues requiring executive guidance or action e.g., interviewing prospective committee members, attendance issues, etc.
- (6) Sub-Committees: (section 8 sub section B) Loan Sub-Committee will be composed of at least five regular committee members. A quorum will consist of three members. The Loan Sub-Committee will consider/approve loan applications for various programs, and/or consider/approve write-off actions for uncollectible loans.

Lynn said the ordinances were reviewed in 2017 and members were allowed to finish their current term and serve two (2) more complete terms. He will check with Dan Mooney who is the lawyer for the Board of Adjustment.

Jason asked about current members who have served beyond the term limits. Barbara said the city is struggling to get applicants and therefore they are allowing current members to stay on. Jessica added that the City Clerk's office is currently doing recruitment for all boards and commissions, and staff have reached out to Council members.

Charlene Wisher-Howard motioned to revise the bylaws as of the meeting date (3/8) with all of the recommended changes. Brittany Noble seconded the motion. The motion passed unanimously. After further review, the committee decided to remove all information regarding the sub-committee because it is no longer relevant. Jason Schneider proposed a friendly amendment to the motion that was passed to remove section 8 sub-section B. Charlene Wisher-Howard seconded the motion.

b. Committee Member Briefing

Teri suggested committee member briefings be removed as a standing agenda item and added only when new members join the committee. Lynn agreed. Jason suggested current members attach biographies to the contact list as new members join to introduce themselves. New members can do it live during meetings.

c. Hybrid meetings

Jessica shared that hybrid meetings will begin next month. The Aurora Municipal Center (AMC) has been reserved for the April 12, 2022 meeting. She mentioned the building is

still closed after hours and instructed the members to meet at the east side of the building by the flag poles near Chambers Road. At the end of the March, each Ward will have a hybrid meeting through WebEx or Microsoft Teams. Food will be served.

Adjournment

Lynn Bittel motioned to adjourn the meeting and Jason Schneider seconded the motion. The meeting adjourned at 7:18 p.m.

Minutes taken by: *Billye Dee Williams* 04/12/2022
Billye Williams Date
Administrative Specialist
Housing and Community Services Department

Minutes reviewed by: *Martha A. Montoya* Apr 14, 2022
Martha A. Montoya (Apr 14, 2022 17:19 MDT)
Martha Alicia Montoya Date
Community Development Manager
Housing and Community Services Department

Minutes approved by: *Teri Marquante* 4/12/22
Teri Marquante, Chairperson Date




CHD Minutes (MAR) - ALL Signatures

Final Audit Report

2022-04-14

Created:	2022-04-14
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"CHD Minutes (MAR) - ALL Signatures" History

-  Document created by Billye Williams (bdwillia@auroragov.org)
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