

# Citizens Advisory Committee on Housing and Community Development

---

*Date | time* October 11, 2022 | 6:30 p.m. | *Meeting called to order by* Teri Marquantte

---

## In Attendance

---

Members: Rose Armstrong, Richard Berge, Lynn Bittel, Christopher Boyd, Jaime Carolina, Vince Chowdhury, Teri Marquantte, Erica Ponder, Jason Schneider, Joshua Thaete

Staff: Barbara Abbotts, Sarah Carroll, Jeffrey Hancock, Alicia Montoya, Billye Williams

---

## Approval of Agenda

---

Lynn Bittel motioned to approve the agenda as presented. Vince Chowdhury seconded the motion. The motion passed unanimously.

---

## Approval of Minutes

---

Lynn Bittel motioned to approve the minutes as presented from the September 13, 2022 meeting. Jaime Carolina seconded the motion. The motion passed unanimously.

---

## Public Comment

---

None.

---

## Communications from Housing and Community Development Team

---

### Roles and Responsibilities

- Division Supervisors introduced themselves and explained their roles and responsibilities for housing development, compliance monitoring and finance, and home ownership assistance programs.

### Housing Strategy Overview

- Division Manager, Alicia Montoya, presented the 11 housing strategy goals approved by City Council.
  1. Create a housing trust fund
  2. Waive or reduce development fees up to an annual amount
  3. Provide infrastructure improvements to manufactured home parks
  4. Identify and set aside publicly owned land for mixed-income housing
  5. Pilot innovative housing projects for rental and homeownership
  6. Partner in the development of an affordable housing unit/renter matching software program
  7. Partner in the development of a home share program
  8. Streamline rental inspections for affordable housing providers and tenants
  9. Implement neighborhood and area planning
  10. Identify potential amendments to the UDO to encourage the production of affordable housing
  11. Implement changes to staffing or organization initiatives

First strategy: Alicia explained the Community Investment Finance (CIF) process was established as an incentive to help developers bring affordable housing to the city. Currently 1400 units have been created through CIF. By the end of 2025, the goal is 5000 units.

Second strategy: City retained a consultant, David Paul Rosen & Associates (DRA), to conduct a housing feasibility study. She provided a brief summary of what a housing feasibility study is and the benefits. Department of Local Affairs (DOLA) granted the city approximately \$112,000 to hire consultant and Jeff found additional funding to match the difference. Rose asked what developer fees or reductions would be waived the first year and how much it amounts to. Alicia specified the fee waivers are not attached to the land, the city may not be able to do it, but the consultant (DRA) will determine what is allowed. Rose inquired what types of fees could potentially be waived if approved. Alicia informed none have been identified or specified. Jeff chimed in and provided examples of fees that developers typically pay such as water tap fees, planning and reviewing fees. Teri summarized fee waivers on taxes or landscaping can save the developers money which makes building affordable homes more attractable for the developer. The loss of income may be worth it for what citizens get in return from the city. Alicia mentioned fees that the city does not want to waive, such as development school fees, and green space fees because the sacrifice is too impactful. The city is working with a few departments, Planning and Development, Treasury, and City Attorney's Office as part of the Housing Strategy to ensure there aren't any missed opportunities. Jeff mentioned DRA has worked with both small and large cities across the Country, they are subject matter experts and can advise the city of options based on what other cities across the nation are doing. DRA has worked with 44 states

Fourth Strategy: Housing Development team has been tasked to identify and create a list of land the city can utilize for affordable housing. The goal is to finalize the list by the end of 2022. Affordable housing developers will have an opportunity to submit proposals for future land development. Also, the city plans to work with other organizations in the community, such as public schools, to either acquire land or utilize land for affordable housing. Alicia gave credit to Jeff and Sarah for orchestrating the first land-banking deal. Lynn asked how many parcels and acreage of land does the city currently own. Alicia replied 5 to 7 pieces of property ranging from approximately 1.9 to 17 acres. The city plans to utilize the 17 acres for a navigation center to resolve homelessness. Jason asked what the city plans to do with the remaining pieces of land, example sell or lease to developers to build affordable housing or build its own housing outside of private developers. Alicia stated ideally the city would like to keep ownership of the land but the division is having on-going discussions on this topic.

Fifth strategy: is happening organically through the community development investment financing processes. The city will look at other affordable housing opportunities once DRA has completed the feasibility study.

Sixth strategy: the city will launch the software program on October 14<sup>th</sup>. This tool will show affordable housing units are available for rent in Aurora. The project is led by the Manager of Homelessness Services, Emma Knight. Jason asked if matching software will be available in multiple languages. Alicia replied, yes and made a comparison to ColoradoHousingSearch.com.

Seventh strategy: still in progress, Alicia will provide updates as they become available. She mentioned Barbara Abbotts is working on this.

Eighth strategy: Omar Lyle is the internal project manager. He oversees compliance over programs and grants. He is working on streamlining inspections for the affordable housing that are in the city's portfolio. Chris asked for clarification on what the inspections entail. Alicia replied, Department of Housing and Urban Development (HUD) has set regulations and requirement that must be met for affordable housing. Income restrictions are a the most important requirement and the city is held

responsible for checking income and reporting it to HUD annually. Jeff mentioned housing quality standards (HQS) is another requirement by HUD to ensure decent livable conditions for housing units.

Ninth strategy: Planning and Development department is helping identify additional areas to build affordable housing through existing programs. Establishing a connection with this department aides Housing and Community Development (HCD) with affordable housing opportunities and providing incentives.

Tenth strategy: Unified Development Ordinance (UDO) which dictates everything that happens in the city for development. The building limitations help enforce housing that is built in a manner that is safe for the City of Aurora.

Eleventh strategy: HCD leadership is reviewing internal programs to maximize efficiency and ensure resources are being fully utilized to build affordable housing and provide community development programs. Considering staffing needs too.

Twelfth strategy: no longer included in the strategy because market rate housing has increased exponentially and City Council decided those units were building themselves and shifted the focus.

Alicia stated a full update on the housing strategy will be presented to the City Council in November. The update will be shared with CHD too. Rose asked if the housing strategy had been updated or amended since 2020. Alicia confirmed it had not. She mentioned the pandemic placed a significant impact on the strategy and the work by DRA will be vital. Rose asked if the pandemic changed the strategy. Alicia stated it had not because the creation of affordable housing is still the main goal and during economic downturn, communities lose housing more than anything. She mentioned keeping a watchful eye on housing as government assistance goes away and what that could mean for communities, possibly a recession. Chris asked if developers/builders have labor challenges, and what is the city doing to provide training to residents who can assist with projects or building. Alicia conquered the crisis on labor is nationwide, but developers/builders have not reached out to the city. However, HUD established section 3 which promotes the hiring and training of residents in the area where a project is being developed. The city does enforce this through all agreements receiving HUD funding. Rose asked if there was another service that works alongside the city to help citizens pay for jobs to afford more than basic needs. Teri said it depends on the neighborhood and type of housing. She mentioned Arapahoe Douglas Works, Bridge, and some non-profit agencies. Alicia clarified; affordable housing is not synonymous with low income. Area median income ranges from 30%-120% which can serve Police Officers, Nurses and others in the community based on average income.

#### Loan Write-Offs

- Financial Supervisor, Jeff Hancock, presented the September loan write-off information.
  - September 2022 write-off total \$0.00
  - Program income received from loan repayment September 2022: \$178,149.47
  - September 2022 program gain: \$178,149.47
  - September 2022 program income breakdown: HOME \$129,739.43, CDBG \$48,410.04, NSP1 \$0.00, NSP3 \$0.00
  - Year to date 2022 program income breakdown: HOME \$1,495,286.40, CDBG \$405,643.02, NSP1 \$0.00, NSP3 \$0.00

## Update on Explosion

- Alicia informed no updates at this time. Fire department is still investigating, and information has not been released. She stated as soon as there is an update, it will be provided to the committee.

## Future Meeting Invitation

- Jeff asked if the committee would be supportive of holding the November meeting at Nine Mile Senior Living. This project was funded through the city approximately four to five years ago. The committee informally agreed to having a meeting at the location, pending hybrid technology compatibility.

---

## Communication from Committee

---

### Appointments and Reappointments

- Teri, Lynn, and Vince were reappointed for another 3 years by City Council this month.
- New member Erica Ponder introduced herself because she had an excused absence last month.
- New member application (Mohammad Faisal) was received and an interview will be scheduled.

### Bylaws

- Jamie motioned to revert bylaws back to the original election year (January-December) rather than what was proposed in September (January 2023-September 2023 and then proceed with vote for 12-month election period September 2023-August 2024). Jason seconded the motion. The motion passed unanimously.

### 2022-2023 Roster

- Teri reminded committee that four members had resigned this year: Marcella Barnett, Brittany Noble, Hayley Reddish, and Demetra English.
- Chris, Josh, and Erica confirmed information was correct

### Committee Member Briefings

- Topic not discussed.

### Resources

- Snow Busters application and volunteer flyer
- Homelessness resource pamphlet

---

## Adjournment

---

Jason Schneider motioned to adjourn the meeting. Lynn Bittel seconded the motion. The motion passed unanimously. The meeting ended at 8:05 p.m.

---

## Next Meeting

---

November 8, 2022 | 6:30 p.m., Nine Mile Senior Living Apartments or Beck Recreation Center

Minutes taken by: Billye Dee Williams 10/11/2022  
Billye Williams Date  
Administrative Specialist  
Housing and Community Services Department

Minutes reviewed by: Martha A. Montoya Dec 21, 2022  
Martha Alicia Montoya Date  
Community Development Manager  
Housing and Community Services Department

Minutes approved by: Teri Marquantte 11/8/22  
Teri Marquantte, Chairperson Date