

## Citizens Advisory Committee on Housing and Community Development

*Date | time* March 14, 2023 | 6:30 p.m. | *Meeting called to order by* Teri Marquantte

### In Attendance

**Members:** Rose Armstrong, Lynn Bittel, Christopher Boyd, Jaime Carolina, Vince Chowdhury, Judy Donovan, Mohammad Faisal, Teri Marquantte, Erica Ponder, Jason Schneider, Joshua Thaete, Charlene Wisner-Howard

**Staff:** Sarah Carroll, Bianey Castro, Jeff Hancock, Alicia Montoya, Andrew Rael Y Trujillo

### Approval of Agenda

Joshua Thaete motioned to approve the agenda as presented. Judy Donovan seconded the motion. The motion passed unanimously.

### Approval of Minutes

Judy Donovan motioned to approve the minutes as presented from the February 14, 2023, meeting. Vince Chowdhury seconded the motion. The motion passed unanimously.

### Public Comment

Public comments heard from Dolan Knapp, Kristine McGuire, and Jessica Patterson regarding HOME-ARP allocation plan draft.

### Public Hearing

Jason Schneider motioned to open the public hearing. Jaime Carolina seconded the motion. The motion passed unanimously.

Sarah Carroll shared that the HOME-ARP allocation plan draft was ready for submission to HUD. In September 2021, the U.S. Department of Housing and Urban Development (HUD) announced the allocation of \$4,149,712 to Aurora, Colorado a new grant called the HOME Investment Partnership American Rescue Plan Program (HOME-ARP). The purpose of HOME-ARP funds is to provide homelessness assistance and supportive services through several eligible activities. Eligible activities include acquisition and development of non-congregate shelter, tenant based rental assistance, supportive services, HOME-ARP rental housing development, administration and planning, and nonprofit operating and capacity building assistance. HOME-ARP funds must assist people in "qualifying populations" (QPs), which include:

- Sheltered and unsheltered homeless populations
- Those currently housed populations at risk of homelessness

- Those fleeing or attempting to flee domestic violence or human trafficking
- Other families requiring services or housing assistance or to prevent homelessness or those at greatest risk of housing instability or in unstable housing situations

To receive funding, the city must develop a HOME-ARP Allocation Plan (“Plan”) which describes the distribution of HOME-ARP funds and identifies any preferences for eligible activities. The development of the Plan must also be informed through stakeholder consultation and public engagement. The following is the city’s HOME-ARP Allocation Plan. This Plan will be submitted to HUD for review.

Jason Schneider motioned to close the public hearing. Judy Donovan seconded the motion. The motion passed unanimously.

### Communications from Housing & Community Development Division

- Hiring (Alicia Montoya)
  - New Housing Programs Supervisor, Bianey Castro, joined the team February 21, 2023.
  - New Housing Development Associate, Alysa Montgomery, will join the team March 15, 2023.
  - Contract Housing Counselor vacancy for Housing Programs team. Job posting is live.
  - Compliance Officer vacancy for Finance and Compliance Monitoring team. Job posting next week.
- Finance and Compliance Monitoring Updates (Jeff Hancock)
  - 2023 HUD Grants
    - 2023: CDBG \$2,624,202 / HOME \$1,241,225 / ESG \$230,365
    - 2022: CDBG \$2,731,705 / HOME \$1,246,422 / ESG \$236,115
    - Difference: CDBG -\$107,503 / HOME -\$5,197 / ESG -\$5,750
  - External Audit
    - In February, the city’s external auditors review different grant programs. This year the CDBG, HOME, and treasury rental assistance grants are being looked at. An official report will be available in several months.
  - Loan Write-Offs
    - No loan write-offs in February. Program income received from loan repayment in February 2023 was \$89,675.88.
    - February 2023 program income breakdown:
      - HOME \$83,727.66

- CDBG \$6,403.22
    - NSP1 \$0.00
    - NSP3 \$0.00
  - Year to date 2023 program income breakdown:
    - HOME \$174, 466.83
    - CDBG \$13,688.92
    - NSP1 \$0.00
    - NSP3 \$0.00
- Housing Development Updates (Sarah Carroll)
  - Community Investment Finance
    - 2023 – Spring round: closes March 15, 2023, currently 23 applications in the pipeline.
    - 2022 – Summer round: contracts were sent out and will be executed in March 2023 for Potomac (ARPA), Peoria Crossing II and Eagle Meadows. In July 2023, Jewell Apartments will close. In August 2023, Elevate Aurora will close. Pending contracts are Doors to Opportunity, Kings Crossing, Fitzsimons at Gateway, and another project for Elevate Aurora. Emporia Duplex will be taken down and an RFP will go out for available city land. Waiting for the closing timeline for Aurora Metro Center.
    - Committee members who volunteered for the CIF review panel will be able to view the applications beginning March 21, 2023. The CIF review panel will discuss recommendations on April 4, 2023.
    - Liberty View is open and still leasing. Veterans 62 years and older are eligible to apply through the Aurora Housing Authority.
  - Housing Rehabilitation Programs
    - In 2022, the city partnered with Brothers Redevelopment for minor home repair projects. This year, rehabilitation projects will go through an RFP to help the city execute more projects. Dan Michael is the city's only Rehabilitation and Commercial Specialist. Applications for rehabilitation have been closed for two months, but seven projects are in progress and several more are in the queue.
- Housing Program Updates (Bianey Castro)
  - Emergency Mortgage Assistance Program
    - Program assistance is available. Currently five applications under review for funding in early April.
  - First Time Homebuyer Education Seminar (HBE)
    - English-only classes started late 2022. Spanish classes will be offered in early summer 2023.

## Communications from Citizens Advisory Committee on Housing & Community Development

- Committee Member Briefing
  - Judy Donovan shared information about her personal and professional background with the committee.
  - Joshua Thaete volunteered to share in April 2023.
- Committee Involvement Survey
  - Committee involvement survey moved to next meeting. Billye Williams will resend survey link the first week of April.
  - Teri Marquante explained that CHD exists because of HUD requirements which allows the city to receive CDBG, ESG, and HOME funding streams.
  - Members were reminded that they are allowed to serve on other boards to support initiatives and projects they are interested in outside of how CHD serves the community.
- Housekeeping
  - Members were reminded to keep email communication confidential and to not “reply all” to correspondence from city staff. Information shared electronically between members and staff is subject to open records.
- Aurora City Charter
  - Public hearing on Saturday, March 18, 2023 at 10:00 a.m.
  - Public hearing on Tuesday, April 11, 2023 at 7:00 p.m.
  - Hearings held virtually and streamed live on YouTube.

## Calendar Information

- Next Meeting
  - Tuesday, April 11, 2023
  - 6:30-8:00 p.m.
  - Aurora Municipal Center

## Adjournment

Jason Schneider motioned to adjourn the meeting at 7:45 p.m. Jaime Carolina seconded the motion. The motion passed unanimously.

Minutes taken by:

*Billye Dee Williams*  
Billye Williams  
Administrative Specialist  
Housing and Community Services Department

April 14, 2023  
Date

Minutes reviewed by:

*M.A.M.*  
Alicia Montoya (Apr 12, 2023 09:19 MDT)  
Martha Alicia Montoya  
Housing and Community Development Manager  
Housing and Community Services Department

Apr 12, 2023  
Date

Minutes approved by:

*Teri Marquantte*  
Teri Marquantte (Apr 12, 2023 08:29 MDT)  
Teri Marquantte  
Committee Chairperson  
Citizens Advisory Committee on Housing and Community Development

Apr 12, 2023  
Date










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Final Audit Report

2023-04-12

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