

Citizens Advisory Committee on Housing and Community Development

Date | time June 13, 2023 | 6:30 pm | *Meeting called to order by* Teri Marquantte | 6:32 pm

In Attendance

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

Absent: Erica Ponder

Staff: Sarah Carroll, Bianey Castro, Omar Lyle, Alicia Montoya, Connor Taub, Billye Williams

Approval of Agenda

Mr. Bittel motioned to approve the agenda as presented. Mrs. Wisner-Howard seconded the motion. The motion passed unanimously.

Approval of Minutes

Mr. Bittel motioned to approve the May minutes as presented. Mr. Schneider seconded the motion. The motion passed unanimously.

Public Comment

None.

Communications from Housing and Community Development Division

- Division Updates presented by Alicia Montoya
 - Staff Updates
 - Verbal offer accepted for the Housing Compliance Officer position. A position for Housing Counselor has been posted. Receiving support from the Community Engagement Division. Two tasks Community Engagement will assist with are outreach for public hearing notifications and public comments.
 - Council Updates
 - Zoning legislation denied. The legislation would have required distinct rules for local government.
 - Commitment for Initiative 108 (Proposition 123) is in progress. The state has allocated general funds for six affordable housing programs. The amount set aside is estimated to be \$145 million in state budget year 2022-23 and \$290 million in state budget year 2023-24.
 - Continuing conversations regarding baseline calculations. Council calculated 7500 affordable housing units; however organic housing is not included in the city's portfolio.
 - Navigation Center

- A letter of intent was submitted to the State. A request for application process is now in progress. The division has allocated \$5 million in HOME-ARP funds already.
 - Parcels Request For Proposal (RFP)
 - The Housing Development team identified 3 out of 8 parcels to build affordable housing. An RFP is in progress and will be submitted by the end of June.
 - Groundbreakings and Grand Openings
 - Groundbreaking ceremony on June 23, 2023, at 10:00 a.m. for Peoria Crossing II. This project was funded \$700,000 in HOME and \$250,000 in ARPA funds from the Community Investment Finance rounds. Slated to build 72 new units.
 - Grand opening for Liberty View was May 3, 2023, and Mayor Coffman attended.
 - **Action Items**
 - Community Engagement Coordinator introduction in July.
- Finance and Compliance Monitoring Updates presented by Omar Lyle
 - Loan Write-Offs
 - May 2023 write-off total \$0.00
 - Program income received from loan repayment in May 2023 was \$76,003.33. May 2023 program gain was \$76,003.33.
 - May 2023 program income breakdown (as of 5/26/23): HOME \$32,998.66, CDBG \$43,004.67, NSP1 \$0.00, NSP3 \$0.00
 - Year to date 2023 program income breakdown (as of 5/26/23): HOME \$321,099.09, CDBG \$70,764.15, NSP1 \$0.00, NSP3 \$0.00
 - **Action Items**
 - Staff will provide YTD loan write-off comparisons from 2022 and 2023 in July.
- Housing Development Updates (Sarah Carroll)
 - Community Investment Financing (CIF)
 - Recommendations presented to City Council at study session on June 5, 2023. Council approved. Taking recommendations to a regular meeting has yet to be determined.
 - Housing Rehabilitation Programs
 - Application reopened on June 1, 2023. Over 30 applications received as of June 12, 2023. 16 of 30 applications are in process.
 - Minor Home Rehabilitation Program RFP
 - RFP is now live. 12 organizations applied and 1 attended the pre-proposal meeting. The deadline for questions was June 9, 2023, none were received meaning no amendments to RFP.

- The types of rehabilitation programs the city offers cover health, safety, and energy-efficiency per HUD guidelines. The city does not partner with federal government rebates for home energy updates.
 - 2023 Annual Action Plan
 - Deadline to send to HUD is August 16, 2023. The citizen participation will be a pre-draft public hearing in July then a post-draft public hearing in August. A notice to the newspaper and a post on social media is in progress. The public will be able to contact the Housing Development Supervisor by phone and email to ask questions.
 - **Action Items**
 - Staff will announce if CIF recommendations were presented at City Council's regular meeting.
 - Housing Programs Update (Bianey Castro)
 - Emergency Mortgage Assistance Program (EMAP)
 - Currently reviewed 75 applications and cut 23 checks averaging \$5,000.00. Presented visual YTD EMAP by zip codes and demographics by ethnicity.
 - First Time Homebuyer Education Seminars
 - Spanish class on July 22, 2023, and English class on July 29, 2023. The classes cover a variety of topics: credit, budgeting, lending, realtor, post-purchase, maintenance, inspection, code enforcement guidelines for citizens interested in the homebuying process. Certification is required for down payment assistance programs.
 - **Action Items**
 - Staff are still working on providing statistical data regarding trends in specific areas of Aurora that are experiencing an uptick in services provided by the city. (i.e. foreclosures). Outreach efforts will be explored and reported back to the committee soon.
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Communications from Citizens Advisory Committee on Housing and Community Development

- Committee Member Briefing
 - Mr. Bittel gave a brief presentation about his professional career, volunteer services, community involvement and personal interests. Chairperson Marquante volunteered for July.
- Committee Engagement (Connor Taub)
 - Mr. Schneider confirmed he will present on August 9, 2023, on the topic of how boards and commissions can influence policy.
 - **Action Items**

- Staff Liaison will email Mr. Schneider specific information regarding the Aurora Civic Engagement Academy.
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Calendar Information

- Next Meeting
 - July 11, 2023
 - 6:30 – 8:00 PM
 - Aurora Municipal Center (Aurora Room)
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Adjournment

Mr. Schneider motioned to adjourn the meeting at 7:15 p.m. Mr. Bittel seconded the motion. The motion passed unanimously.

Minutes taken by:

<u><i>Billye Williams</i></u>	<u>08/08/2023</u>
Billye Williams	Date
Administrative Specialist	
Housing and Community Services Department	

Minutes reviewed by:

<u><i>Martha Alicia Montoya</i></u>	<u>Aug 8, 2023</u>
Martha Alicia Montoya	Date
Housing and Community Development Manager	
Housing and Community Services Department	

Minutes approved by:

<u><i>Teri Marquantte</i></u> <small>Teri Marquantte (Aug 8, 2023 11:09 MDT)</small>	<u>Aug 8, 2023</u>
Teri Marquantte	Date
Committee Chairperson	
Citizens Advisory Committee on Housing and Community Development	










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Final Audit Report

2023-08-08

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