
Citizens Advisory Committee on Housing and Community Development

Date | time August 8, 2023 | 6:31 pm | *Meeting called to order by* Teri Marquantte | 6:31 pm

In Attendance

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

Absent: Rose Armstrong

Staff: Sarah Carroll, Bianey Castro, Kelsey DuLaney, Alicia Montoya, Connor Taub, Johnathan Harris, Jeff Hancock, Billye Williams

Approval of Agenda

Mr. Bittel motioned to approve the agenda as presented. Mrs. Donovan seconded the motion. The motion passed unanimously. At 7:50 p.m. Mr. Bittel motioned to extend the meeting. Mr. Boyd seconded the motion.

Approval of Minutes

Mr. Bittel motioned to approve the July minutes as presented. Mr. Carolina seconded the motion. The motion passed unanimously.

Public Hearing

Mr. Thaete motioned to open the public hearing. Mrs. Wisner-Howard seconded the motion. The Public Hearing was held to receive public comments on the 2023 Annual Action Plan. The proposed 2023 Annual Action Plan was posted on the City's website on July 7. No comments were received from the public. Mrs. Donovan motioned to close the public hearing. Mr. Schneider seconded the motion.

Communications from Homelessness Div. & Housing and Community Development

- Homeless Programs Division Updates (Emma Knight)
 - Notice of Funding Opportunity opened on August 15 and the deadline may be extended to September 1.
 - The city applied to the State on July 27 for funds for the Homeless Navigation Center.
 - Point In Time Count data collected from January 30, 2023, has been reviewed.
 - Currently hiring for one Abatement Liaison, two Outreach Workers, and one Data Analyst.
 - **Action Items**
 - Committee members encouraged to volunteer for the Point In Time Count in January 2024 and contact Ms. Knight if interested.
- Housing and Community Service Division Updates (Alicia Montoya)
 - Introduced Kelsey DuLaney, Compliance Officer.

- The city submitted its commitment to the Department of Local Affairs (DOLA) on August 14. The commitment was returned to consider amendments and will be resubmitted this week.
- David Paul Rosen and Associates (DRA) will present recommendations to division executive leadership on August 30.
- **Action Items**
 - Mrs. Montoya will report back on DOLA's decision (Proposition 123)
 - Ms. Carroll will share DRA recommendations in September or October.
- Finance and Compliance Monitoring Updates (Jeff Hancock)
 - Loan write-off report – reviewed July program income.
 - 2024 HCD Fund (CDBG, HOME, and ESG funding) - reviewed projected available funding for service programs administered by HCD.
- Housing Development Updates (Sarah Carroll)
 - United States Department of Housing and Urban Development (HUD) Annual Action Plan is due on August 16.
 - Community Investment Financing (CIF) deadline extended to August 15.
 - Parcels Request For Proposal (RFP) deadline extended to September 18.
 - 3-4 housing rehabilitation applications have been completed, and many others are pending. Considering pausing applications while new system is put in place.
 - New certifications have been obtained by the Rehabilitation Specialist to perform Housing Quality Standards (HQS) inspections and Inspire certification.
 - Conflict of Interest - Public Notifications were presented regarding City of Aurora employees who applied for assistance with housing rehabilitation.
- Housing Programs Update (Bianey Castro)
 - Have possible candidate with potential start date of August 21.
 - Emergency Mortgage Assistance Program (EMAP) processed 40 payments amounting to \$216,953.76. Re-certifications will be allowed for an additional 3-month period but not to exceed \$40k limit.
 - First Time Homebuyer Education Seminars in English on August 17 and in Spanish on August 26. Averaging 20-50 participants per class.
- **Action Items**
 - Introduction from new Housing Counselor

Communications from Citizens Advisory Committee on Housing and Community Development

- Committee Member Briefing
 - Charlene Wisner-Howard gave a brief presentation about her professional career, volunteer services, community involvement and personal interests. Jason Schneider volunteered for September.
- Committee Engagement (Connor Taub)

- Groundbreaking announcement for Sapling Grove Apartments. Estimated completion date 4th quarter in 2024.
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Calendar Information

- Next Meeting
 - September 12, 2023
 - 6:30 – 8:00 PM
 - Aurora Municipal Center (Aurora Room)
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Adjournment

Mr. Bittel motioned to adjourn the meeting at 8:31 p.m. Mr. Thaete seconded the motion. The motion passed unanimously.

Minutes taken by:

<u><i>Billye Williams</i></u>	<u>9/12/2023</u>
Billye Williams	Date
Administrative Specialist	
Housing and Community Services Department	

Minutes reviewed by:

<u><i>Martha Alicia Montoya</i></u>	<u>Sep 13, 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>	<u>Sep 13, 2023</u>
<small>Teri Marquantte (Sep 13, 2023 15:02 MDT)</small>	Date
Teri Marquantte	
Committee Chairperson	
Citizens Advisory Committee on Housing and Community Development	










08 - CHD minutes 8.8.23 (approved)

Final Audit Report

2023-09-13

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