

# MEMORANDUM



City of Aurora

Worth Discovering • [auroragov.org](http://auroragov.org)

**TO:** CHD Members, Citizens Advisory Committee on Housing and Community Development

**THROUGH:** Jessica Prosser, Manager, Community Development Division

**FROM:** Paulette Fulmer, Intake and Compliance Specialist

**DATE:** June 2, 2020

**SUBJECT:** June 9, 2020 CHD Meeting

---

Dear Members,

The meeting materials for the June 9, 2020 CHD meeting are attached for your review. The meeting will be conducted via teleconference through WebEx.

To join by phone please call:

1-408-418-9388

Meeting number (access code): 966 644 868

Meeting password: ikSxq3MCJ24

To join by video system or application:

Dial [966644868@auroragov.webex.com](mailto:966644868@auroragov.webex.com)

To join using Microsoft Lync or Microsoft Skype for Business

Dial [966644868.auroragov@lync.webex.com](mailto:966644868.auroragov@lync.webex.com)

Please contact me at 303-739-7912 or [pfulmer@auroragov.org](mailto:pfulmer@auroragov.org) if you *will not* be attending the meeting. If you have any other questions, please feel free to contact me.

Thank you,

Paulette Fulmer  
Intake and Compliance Specialist  
Community Development | City of Aurora  
Office 303-739-7912  
Main 303-739-7900



[Facebook](#) | [Twitter](#) | [Instagram](#) | [Nextdoor](#) | [AuroraTV.org](#)

**CITIZENS ADVISORY COMMITTEE ON HOUSING  
AND  
COMMUNITY DEVELOPMENT  
MEETING**

**TELECONFERENCE**

**June 9, 2020**

**6:30 PM**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
5. Public Comment
6. Committee Member Briefings
  - a. Open
7. Communications from Staff
  - a. CD Manager Updates (Jessica Prosser, Manager) – no vote
    - a. Recap of Council feedback on Housing Strategy and HORNS committee items
    - b. Budget process
    - c. COVID response updates – rental assistance, AER loans, and grants, Respite Center and food and supply
  - b. Loan Write-Offs (Jessica Prosser, Manager) – no vote
8. Communications from Committee
9. Adjournment

**\*Next scheduled meeting: Tuesday, July 14, 2020 – 6:30 PM**

CITIZENS ADVISORY COMMITTEE ON HOUSING  
AND COMMUNITY DEVELOPMENT  
TELECONFERENCE  
DRAFT  
May 12, 2020  
6:30 p.m.

**Members Present:** Vince Chowdhury, Demetra English, Erica Howard, Teri Marquante, Bill Moran, Hayley Reddish, Catalina Veilma, and Charlene Wisner-Howard.

**Members Absent:** \*Marcella Barnett, \*Jason Schneider, \*Lynn Bittel  
**\*Excused**

**Late Arrivals/  
Early Departures:** N/A

**Staff Present:** Jessica Prosser, Jeff Hancock, Paulette Fulmer & Jessica Morris  
Black

**Guests Present:** N/A

**1<sup>st</sup> Vice Chairperson Teri Marquante** called the meeting to order at 6:34 p.m.

**Roll Call**

**Approval of Agenda**

**Charlene Wisner-Howard** motioned to approve the revised agenda as presented.  
**Vince Chowdhury** seconded the motion. The motion passed unanimously.

**Approval of Minutes**

**Bill Moran** motioned to approve the minutes of the April 14, 2020 meeting as presented.  
**Vince Chowdhury** seconded the motion. The motion passed unanimously.

**Public Comment**

No public present.

**Introduction of New Committee Members**

Demetra English and Erica Howard

**Committee Member Briefings**

**a. Demetra English**

Demetra English goes by “D”. D grew up in Louisiana & started her career with the Center of Disease Control. She has a master’s degree in Public Health and worked for the Colorado Department of Health. D is married and has two adult children and has 20 years of service in Affordable Housing.

**b. Erica Howard**

Erica Howard presented that she's currently is a Real Estate Attorney. She started law school in 2006 and stumbled into real estate. In 2011, she worked during the recession recovery period with loan workouts and defaults. She enjoys the aspect of policy making.

**Communications from Staff**

**a. CD Manager Updates – Jessica Prosser, Manager**

Jessica Prosser presented the following updates to the Committee.

- **Recap of Council feedback on Housing Strategy and HORNS committee items**  
This was rescheduled to be presented to city council at the study session on May 18, 2020. Topics will include Homeless Services and Gap financing.
- **Finalizing volunteers for review committees, review of evaluation criteria, discuss application communication**  
There will be 2 review committees working with city staff to make recommendations regarding Homeless Services RFP and Gap financing. Applications will be reviewed on an individual basis and will be discussed during a WebEx review meeting. Applications are expected to come in mid-June and the WebEx meeting for recommendations expected to take place in July. The Gap financing applications are taken two times per year (Spring & Fall) and the Homeless Services are taken every other year. The committee members volunteering to participate on the Homeless Services RFP review committee are Lynn Bittel, Teri Marquante, Charlene Wisner-Howard & Erica Howard. The committee members volunteering to participate on the Gap financing review committee are Lynn Bittel, Vince Chowdhury and Hayley Reddish. Bill Moran and D English both mentioned they would like to participate with whichever committee is needed.

Discussion ensued. Staff answered the Committee members questions.

- **Consolidated Plan updates related to COVID**  
The 2020 Consolidated Plan will be amended in activities to incorporate the COVID funding for the Emergency Service Grant. A Public Hearing was conducted a few weeks ago.
- **COVID response updates – rental assistance, AER loans, and grants, Respite Center and food and supply**  
The Rental Assistance Program is to launch on Monday in the amount of \$500,000.00 from COVID CDBG funding available. The assistance will go to Aurora residents below 80% area median income to assist with 2 months of rent & utilities. Residents will have to prove they've experienced loss of income due to COVID. There will be funding available from Marijuana dollars for assistance to non-US citizens. The Aurora Economic Relief loan and grant program received 1095 applications with the first round of checks to go out soon. The maximum grant amount is \$5,000.00 and the maximum loan amount is \$50,000.00. We only can fund about 150 businesses at this time. The respite center has been open since April 1, 2020. Mile High Behavioral Health Center is overseeing the operations with security present 24/7. Adams and Arapahoe counties are participating with funding as the operating costs run about \$256,000 per month. ESG COVID funding will be available to

make up any difference. Overall, everything is going well. The Food & Supply Assistance is to cover the need of food due to COVID through the CARES Act from the CDBG COVID dollars. This will be in partnership with Interfaith, Village Exchange and Little Flower. There will also be services for the youth and senior citizens this Summer.

Discussion ensued. Staff answered the Committee members' questions.

**b. Loan Write-Offs – Jessica Prosser, Manager**

Jessica Prosser reported that there were no loan write-offs for the month of April 2020.

During the month of April 2020, \$4,660.05 in Program Income was received.

Program	Income	Year to Date Income
HOME	\$100.00	\$303,394.69
CDBG	\$4,560.05	\$35,255.24
NSP1	\$0.00	\$0.00
NSP3	\$0.00	\$0.00
AVAILABLE UNCOMMITTED FUNDS FOR NEW PROJECTS (APPROXIMATE):		
HOME	\$1,800,000.00	
CDBG	\$50,000.00	

Discussion ensued. Staff answered the Committee members' questions.

**Communications from Committee**

**Adjournment**

- Bill Moran motioned, and Hayley Reddish seconded the motion to adjourn the meeting. The meeting adjourned at 7:47 p.m.

Minutes taken by:

Paulette Fulmer 5/27/2020  
 Paulette Fulmer, Intake & Compliance Specialist  
 Community Development Division

Minutes reviewed by:

J Prosser 5/27/20  
 Jessica Prosser, Manager, Date  
 Community Development Division

Minutes approved by:

\_\_\_\_\_  
 Date