

# Citizens Advisory Committee on Housing and Community Development

---

*Date | time* October 10, 2023, 6:32 PM | *Meeting called to order by* Teri Marquante

---

## In Attendance

---

Members Present: Lynn Bittel, Christopher Boyd, Jaime Carolina, Vince Chowdhury, Judy Donovan, Mohammad Faisal, Teri Marquante, Jason Schneider, Joshua Thaete

Members Absent: Charlene Wisher-Howard

Staff Present: Sarah Carroll, Bianey Castro, Andrew Jamison, Martha Alicia Montoya, Connor Taub, Billye Williams

---

## Approval of Agenda

---

Jason Schneider motioned to approve the agenda as presented. Joshua Thaete seconded the motion. The motion passed unanimously.

---

## Approval of Minutes

---

Lynn Bittel motioned to approve the minutes as presented. Jaime Carolina seconded the motion. The motion passed unanimously.

---

## Public Comment

---

No public comment.

---

## Communications from the Housing and Community Development Division

---

- I. Housing Development updates presented by Sarah Carroll, Housing Development Supervisor
  1. Community Investment Financing (CIF) – members interested in attending the Housing, Neighborhood Services, and Redevelopment (HoRNS) policy meeting were asked to contact Sarah Carroll. Also, members who were on the CIF review panel were encouraged to contact Sarah Carroll about recent updates.
  2. Housing Rehabilitation Programs – staff are working to update statuses for closed and completed projects to capture funding amounts.
  3. Request for Proposal (RFP) – shortlisted applicants will be contacted within the next two-week period.
- II. Housing and Community Development Division updates presented by Alicia Montoya, Manager of Housing and Community Development
  1. Hiring and recruitment – vacancy for finance and compliance monitoring supervisor position is live! ([https://auroragov.wd1.myworkdayjobs.com/en-US/Careers/job/Housing-and-Community-Development-Financial-Supervisor\\_JR102978](https://auroragov.wd1.myworkdayjobs.com/en-US/Careers/job/Housing-and-Community-Development-Financial-Supervisor_JR102978))
  2. City Council – Alicia Montoya will present final recommendations for the feasibility study to the committee. The committee will be involved in the engagement planning led by Johnathan Harris, Community Engagement Coordinator.
  3. Community Engagement – the city is presenting at the Housing Colorado Conference this week. Sarah Carroll will present on the charette; Alicia Montoya, Emma Knight, Restoration Christian Ministries, and the Aurora Housing Authority will present on housing resources.

4. United States Department of Housing and Urban Development (HUD) – Sarah Carroll submitted the annual plan, and it was approved. Seeking consultant to assist with 5-year consolidated plan.
- III. Finance and Compliance Monitoring updates presented by Andrew Jamison, Debt and Treasury Supervisor
    1. Loan write-off report – did not execute any write offs in September 2023.
    2. Program Income – going forward, the Finance Department will continue supporting the HCD division to find efficiencies with reporting.
    3. SAGE Report – Environmental, Social, and Governance (ESG) funding was submitted to HUD and approved.
  - IV. Housing Programs updates presented by Bianey Castro, Housing Program Supervisor
    1. Emergency Mortgage Assistance Program (EMAP) – Joshua Thaete is interested in long-term outcomes across the EMAP. Bianey Castro mentioned creating a plan to implement 12-month follow-ups.
    2. First Time Homebuyer Education Seminars – English class on October 14 and Spanish class on October 28
    3. Reverse Mortgage Assistance Program – Connor Taub has seen 427 clients this year.
    4. Upcoming Events – fall forum speaker series hosted by the Aurora Commission for Older Adults on October 19 and College Tracks on October 24.
    5. Rental Assistance Program – currently not offered but Bianey Castro will provide an update when details have been finalized and a reopening date has been determined.

---

## Communications from the Citizens Advisory Committee on Housing and Community Development

---

- I. Resignations – Rose Armstrong, Richard Berge, and Erica Ponder have resigned. The City Clerk’s Office has vetted one new applicant, and an interview has been scheduled for next week.
- II. Committee Member Briefings – Jamie Carolina gave a brief presentation about his professional career, volunteer services, family, and personal interests. In November, the Community Housing Development Organization (CHDO) will present. Alicia Montoya will contact the Colorado Veterans Project to do a presentation in December.
- III. Open Discussion – Lynn Bittel presented potential housing problems: extra renters/5 unrelated individuals, zoning changes, homelessness, and unemployment. The committee shared concerns and ideas about these problems, homeowner’s associations, and other issues.

---

## Calendar Information

---

- Next Meeting
  - November 14, 2023, | 6:30 PM | Aurora Municipal Center

---

## Adjournment

---

Lynn Bittel motioned to adjourn the meeting at 7:40 PM. Jaime Carolina seconded the motion. The motion passed unanimously.

Minutes taken by:

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

11/14/2023  
Date

Minutes reviewed by:

*Martha Alicia Montoya*  
Martha Alicia Montoya  
Housing and Community Development Manager  
Housing and Community Services Department

Nov 17, 2023  
Date

Minutes approved by:

*Teri Marquantte*  
Teri Marquantte (Nov 17, 2023 08:59 MST)  
Teri Marquantte  
Committee Chairperson  
Citizens Advisory Committee on Housing and Community Development

Nov 17, 2023  
Date










# 10 - CHD Minutes 10.10.23 (approved)

Final Audit Report

2023-11-17

Created:	2023-11-17
By:	Billye Williams (bdwillia@auroragov.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAABe7XGqZgncaaphayJE7uAdp0zx80zYvc

## "10 - CHD Minutes 10.10.23 (approved)" History

-  Document created by Billye Williams (bdwillia@auroragov.org)  
2023-11-17 - 3:28:16 PM GMT
-  Document emailed to teri@swanexperience.com for signature  
2023-11-17 - 3:30:35 PM GMT
-  Email viewed by teri@swanexperience.com  
2023-11-17 - 3:58:49 PM GMT
-  Signer teri@swanexperience.com entered name at signing as Teri Marquantte  
2023-11-17 - 3:59:18 PM GMT
-  Document e-signed by Teri Marquantte (teri@swanexperience.com)  
Signature Date: 2023-11-17 - 3:59:20 PM GMT - Time Source: server
-  Document emailed to Alicia Montoya (amontoya@auroragov.org) for signature  
2023-11-17 - 3:59:22 PM GMT
-  Email viewed by Alicia Montoya (amontoya@auroragov.org)  
2023-11-17 - 9:04:13 PM GMT
-  Document e-signed by Alicia Montoya (amontoya@auroragov.org)  
Signature Date: 2023-11-17 - 10:56:03 PM GMT - Time Source: server
-  Agreement completed.  
2023-11-17 - 10:56:03 PM GMT