

Citizens Advisory Committee on Housing and Community Development

Date | time November 14, 2023, 6:31 PM | *Meeting called to order by* Teri Marquante

In Attendance

Members Present: Lynn Bittel, Christopher Boyd, Jaime Carolina, Vince Chowdhury, Judy Donovan, Teri Marquante, Jason Schneider, Joshua Thaete, Charlene Wisner-Howard

Members Absent: Mohammad Faisal

Guests: Jo Ellen Davidson, Tim Dickson, Deja Dunn, Julie Hoebel

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

Approval of Agenda

Lynn Bittel motioned to approve the agenda as presented. Jason Schneider seconded the motion. The motion passed unanimously.

Approval of Minutes

Lynn Bittel motioned to approve the minutes as presented. Jason Schneider seconded the motion. The motion passed unanimously.

Public Comment

No public comment.

Communications from the Housing and Community Development Division

- I. Housing and Community Development Division updates presented by Alicia Montoya, Manager of Housing and Community Development
 1. Hiring and Recruitment: Community Program Specialist - upcoming vacancy late November, Development Officer Associate - upcoming vacancy mid-November, Finance Supervisor - interviews in progress, hoping to fill position early December.
 - a. **Action Item:** Sarah Carroll will post the link for the Development Officer Associate in Microsoft Teams
 2. City Council: partnering with the Aurora Housing Authority to acquire a new parcel of land, named Stanley 98 located in original Aurora. Presented at Housing, Neighborhood Services & Redevelopment (HoRNS) policy committee on November 2, 2023, and received approval to move it to Study Session which happens on November 20, 2023. Seeking to build 98 to 100 affordable housing units. The Community Investment Finance (CIF) summer round received final approval. The next CIF round is scheduled to open in the first quarter of 2024. Also, the Housing Strategy will be presented in January 2024.
- II. Finance and Compliance Monitoring updates presented by Andrew Jamison, Debt and Treasury Supervisor
 1. Annual Reviews: are still in progress.
 2. Loan write-offs: none in October 2023. Program income in October was \$112,728.34. Year to date program income is \$432,200.36 (HOME) and \$160,495.32 (CDBG).

- III. Housing Development updates presented by Sarah Carroll, Housing Development Supervisor
 - 1. Parcels: received seven responses to the Request for Proposal (RFP). The review process will end in late November. Plan to interview top developers selected in late December. In January 2024 a final decision will be made to develop the parcel on Colfax and East 16th. Alicia Montoya stated RFPs for two or three more parcels will go out by March 2024.
 - 2. Housing Rehabilitation Programs: overview of neighborly system applications, 38 projects have been completed since Quarter 4 2021 which amounted to \$577,031.95. Staff recently closed the minor home rehabilitation program due to the high number of applications in the queue. An interview with a minor home repair company is scheduled next week. The essential home repair program is still active.
- IV. Housing Programs updates presented by Bianey Castro, Housing Program Supervisor
 - 1. Emergency Mortgage Assistance Program (EMAP): in October provided \$153,847.92 in payments. Delivered 28 checks for 9 new applicants (average \$5,494.57).
 - 2. First Time Homebuyer Education Seminars: English class was held November 4 and the Spanish class is on November 28
 - 3. Program Updates: creating a Homebuyer Education survey to follow up with past participants (January 2023) to identify homebuyer status, additional needs and services (i.e. pre-purchase counseling, or redo certification – expires after one year).
 - 4. Emergency Rental Assistance Program: had strategic planning today to discuss the program structure.
 - a. **Action Item:** Bianey Castro will provide an update at the December meeting.

Communications from the Citizens Advisory Committee on Housing and Community Development

- I. Committee Briefing: City of Aurora’s Community Housing Development Organization (CHDO), Grovewood Community Development, presented the following agenda (1) mission and beliefs (2) CHDA to Grovewood (3) who we serve (4) resident survey and current services (5) Grovewood in Aurora (6) Aurora Development Sites and (8) Looking Forward. Next month, the Colorado Veterans Project will present to the committee. As the city’s CHDO, 15% of HOME funds are allocated to Grovewood.
 - a. **Action Item:** Billye Williams will help facilitate connecting Tim Dickson and Chris Boyd for the purpose of focus groups and community engagement with HOA.
 - b. **Action Item:** Sarah Carroll will notify CHD members about neighborhood meetings.
- II. Grand Opening: Walden35 in early December. The Aurora Housing Authority is thrilled to share its newest development of 100 affordable rental apartment homes.
 - a. **Action Item:** Sarah Carroll will send interested members a link to RSVP.

Calendar Information

- I. Next Meeting
 - a. December 12, 2023, | 6:30 PM | Aurora Municipal Center

Adjournment

Lynn Bittel motioned to adjourn the meeting at 7:46 PM. Charlene Wisher-Howard seconded the motion. The motion passed unanimously.

Minutes taken by:

Billye Williams
Billye Williams
Administrative Specialist
Housing and Community Services Department

12-12-2023
Date

Minutes reviewed by:

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

Dec 18, 2023
Date

Minutes approved by:

Teri Marquantte
Teri Marquantte (Dec 18, 2023 10:41 MST)
Teri Marquantte
Committee Chairperson
Citizens Advisory Committee on Housing and Community Development

Dec 18, 2023
Date










11 - CHD Minutes 11.14.23 (approved)

Final Audit Report

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