

Economic Development Department

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Board of County Commissioners
Holly Williams, District 1
Carrie Geitner, District 2
Stan VanderWerf, District 3
Longinos Gonzalez, Jr., District 4
Cami Bremer, District 5

COMMUNITY DEVELOPMENT ADVISORY BOARD

MEETING MINUTES

April 19, 2023

I. CALL TO ORDER

The Community Development Advisory Board (CDAB) met on April 19, 2023, at 12:30 PM, via a hybrid model including in-person (at 9 E. Vermijo Avenue, Colorado Springs, CO 80903) and the virtual Microsoft Teams Meeting platform. **Board Chair, Mr. Stevens called the meeting to order at 12:35 PM.**

ROLL CALL

The Community Development Advisory Board members **present** were:

- Matt Buffington – District 2
- Tamara Estes – District 4
- Todd Evans – Fountain
- Denise Howell – Manitou Springs
- Rachel Starr – District 1
- Tyler Stevens – Chair, Green Mountain Falls
- Cindy Tompkins – Vice-Chair, Calhan & Ramah
- Madeline VanDenHoek – Monument

The Community Development Advisory Board members **absent** were:

- Tiffany Colvert – District 3
- Robert Null – District 5
- El Paso County Commissioner Holly Williams – Commissioner Liaison

Other persons present at the meeting were:

- Crystal LaTier (*Economic Development Executive Director*)
- Luke Houser (*Community Development Analyst, Economic Development Department & Staff Liaison*)
- Randi Davis (*Housing Analyst, Economic Development Department*)
- Natasha North (*Project Manager, Economic Development Department*)

II. Approval of March 15, 2023 Meeting Minutes

Ms. Howell motioned to approve the March 15, 2023 CDAB meeting minutes, and Mr. Buffington seconded; the motion passed unanimously.

III. 2023 PY CDBG Application List

Public Service Category:

Ms. Estes disclosed that she is on the board for the Fountain Valley Senior Center. Mr. Houser indicated that Envida, Fountain Valley Senior Center, and Mt. Carmel Veterans Service Center revised their minimum requests to \$20,000 each, respectively. Ms. LaTier mentioned that the Board needs roughly \$14,000 in additional cuts at

this time. Ms. LaTier denoted that all subrecipients, except for CENTRO de la Familia, are returning subrecipients with fantastic track records of quality work. Board discussion was had regarding applicants' history with El Paso County CDBG funding, needs being seen in the community, applications alignment with Consolidated Plan goals, and the top priorities of each region of the County. Board members individually selected and discussed their top three recommendations from the Public Service applications, further narrowing down these applications.

Public Facilities, Infrastructure, & Housing Categories:

Mr. Buffington disclosed his company was involved in the estimates associated with the Carnegie Library applications. Mr. Houser disclosed that he and Ms. LaTier had met with Ms. Howell to discuss an increase in their application request amount from \$200,000 to \$300,000. Ms. LaTier mentioned that Brothers is the only housing rehabilitation application, and their minimum requested amount of \$20,000 would only rehab two houses. Ms. Tompkins asked Ms. Howell if the Manitou Springs project could be completed with under \$300,000. Ms. Howell explained the details of what Manitou Springs would need to renovate, remove, and provide accessibility for before the library would be allowed to open. Ms. Howell also indicated that this process would likely continue into PY 2024, and that a long-term lease agreement would need to be established with the PPLD, prior to opening. Board discussion was had regarding minimum amounts needed for construction projects and the scale of economies with development and construction activities.

Ms. Tompkins motioned to recommend the funding recommendations as presented, and Mr. Evans seconded; the motion passed unanimously.

Funding Recommendations:

2023 El Paso County CDBG Applications			
Public Services (15% Cap) \$166,000 max			
Applicant	Project Name	Sub-Category	Award Amount
Bring It Home, Inc.	Freedom Springs 2023	Health Services	\$ 20,750.00
CENTRO de la Familia	Emergency Rents for Victims of Abuse	Battered & Abused Spouse	\$ 20,750.00
Community Partnership for Child Dev.	Behavioral Health Support for Children	Child Care Services	\$ 20,750.00
Envida	Transportation for Rural Seniors	Senior Services	\$ 20,750.00
Fountain Valley Senior Center	Senior Programming	Senior Services	\$ 20,750.00
Mt. Carmel Veterans Service Center	2023 Veterans Climb Program	Other/Veteran Services	\$ 20,750.00
The Place	Street Outreach & Emergency Youth Shelter	Youth Services	\$ 20,750.00
Tri-Lakes Cares	Housing & Utilities Assistance	Subsistence Payments	\$ 20,750.00
			\$ 166,000.00
Public Facilities/Infrastructure			
Applicant	Project Name	Sub-Category	Award Amount
Calhan Housing Authority	Senior Resident Comm Center ADA Upgrades	Senior Centers	\$ 80,000.00
City of Manitou Springs	Carnegie Library ADA Improvement Project	Sidewalks	\$ 300,000.00
El Paso County Community Services Dept	Fountain Creek Nature Center ADA Ramp	Parks, Rec Facilities	\$ 160,000.00
Pikes Peak Library District	Fountain Library ADA Improvements	Sidewalks	\$ 20,000.00
Town of Calhan	Calhan Baseball Park ADA Improvements	Parks, Rec Facilities	\$ 50,000.00
Town of Green Mountain Falls	Gazebo Bridge Rehab & ADA Accessibility	Parks, Rec Facilities	\$ 135,998.00
Town of Monument	3rd Street ADA Improvements	Sidewalks	\$ 73,000.00
Town of Ramah	Playground ADA Improvements	Parks, Rec Facilities	\$ 75,000.00
			\$ 893,998.00

Housing			
Applicant	Project Name	Sub-Category	Award Amount
Brothers Redevelopment	Housing Rehabilitation Program	Housing Rehabilitation	\$ 125,000.00
			\$ 125,000.00
Final Numbers as of 2/28/23			Awarded
Amount Allocated to Public Service	\$166,000.00		\$ 166,000.00
Amount Allocated to All Other	\$1,018,998.00		\$1,018,998.00
Total Project Budget	\$1,184,998.00		\$1,184,998.00

IV. Other Business

Ms. LaTier updated the board on the next steps of the process regarding the development of the 2023 Annual Action Plan, and the logistics to present the Board's recommendations to the Board of County Commissioners (BoCC) for approval, followed by final approval from HUD. Ms. LaTier also explained the public comment period process. Ms. LaTier ensured that the Board will be notified about the comment period to share with their constituents as well as when the BoCC meeting will be held. Typically, subrecipients receive a Notice of Award in July and a Notice to Proceed in September. Ms. LaTier also updated the Board on the Urban Requalification process, indicating that an email would be sent that week to continue participating in the urban county.

V. Adjournment

The meeting was adjourned by Mr. Stevens at 1:14 PM.

_____ **Tyler Stevens**, Chair of the Community Development Advisory Board

Public notice for the meeting posted online via the El Paso County Agenda Suite, April 4, 2023