

Economic Development Department

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COMMUNITY DEVELOPMENT ADVISORY BOARD

MEETING MINUTES

March 15, 2023

I. CALL TO ORDER

The Community Development Advisory Board (CDAB) met on March 15, 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 12:32 PM.**

ROLL CALL

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

- Matt Buffington – District 2 (in-person)
- Tamara Estes – District 4 (in-person)
- Todd Evans – Fountain (in-person)
- Denise Howell – Manitou Springs (in-person)
- Robert Null – District 5 (in-person)
- Rachel Starr – District 1 (in-person)
- Tyler Stevens – Chair, Green Mountain Falls (presiding, in-person)
- Cindy Tompkins – Vice-Chair, Calhan & Ramah (in-person)
- Madeline VanDenHoek – Monument (in-person)

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

- Tiffany Colvert – District 3
- 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 February 15, 2023 Meeting Minutes (12:32-12:45)

Ms. Howell motioned, Mr. Evans seconded, and the board unanimously approved the February 2023 meeting minutes.

III. 2023 PY CDBG Application List (12:45-12:55)

Ms. LaTier provided an update regarding the HUD allocation, as denoted on the revised application list.

IV. 2023 CDBG Application Review (12:55-1:35)

- a. **Review of 2022-2026 Consolidated Plan Goals:** Reviewed verbally last time, in the packet as a reminder to reference as needed.
- b. **Focus on Public Service Requests:** Mr. Houser presented a summary of each of the thirteen public service applications, including an itemized list of costs associated with each request. CDAB members then had further discussion and addressed questions, as captured below.
 - **Another Life:** Ms. Tompkins denoted that if we can't provide full funding, only staff costs would be supported through CDBG. Ms. Howell asked for clarification on presence of service from the jurisdiction of Calhan. Mr. Houser clarified that the clientele seeking their services typically come from the geographic areas denoted, with the hope to expand.
 - **Bring It Home, Inc.:** Mr. Houser highlighted this is the only permanent supportive housing for previously homeless veterans in our region. Ms. LaTier clarified that on-site services would connect veterans with the VA and other community agencies.
 - **CENTRO:** Mr. Houser highlighted this is the only facility serving monolingual victims of domestic violence in El Paso County, working predominantly with female head-of-household family units.
 - **CPCD:** Ms. Tompkins highlighted that they have supplemental funding from multiple sources, which puts less burden on CDBG. Ms. LaTier clarified that the low-to moderate income numbers are projections based on past services, but they are not beholden to projections and must fall within the HUD eligibility continuum once funds are allocated.
 - **Envida:** The Board discussed that cuts are likely to be difficult, as Ms. LaTier affirmed this, highlighting that over \$1,000,000.00 in requests were received in Public Service – with only \$166,000.00 allocated.
 - **Fountain Valley Senior Center (FVSC):** Ms. Estes disclosed she is the president of the board for FVSC.
 - **Mt Carmel:** Mr. Houser clarified staff turnover caused late quarterly reports, but they have been proactive since.
 - **Pikes Peak United Way (PPUW) Sunnyside Food Program:** Ms. LaTier raised concerns about PPUW's ability to determine whether their services are truly going to EPC rather than City residents. Ms. Estes indicated that the amount requested is too high for consideration and asked if our 'allocation cap' is shared with applicants. Ms. LaTier confirmed that all new applicants have this allocation cap explained to them.
 - **Pikes Peak United Way (PPUW) VITA:** Mr. Houser & Ms. LaTier denoted concerns with PPUW's ability to income-qualify the individuals they serve. Ms. Davis, as current Volunteer Manager of this program, reiterated these concerns, confirming that PPUW does not currently collect the information they are required to submit to HUD. Ms. Howell indicated that this application is deemed ineligible. The CDAB agreed.
 - **Silver Key Senior Services:** No comments. Ms. Howell denoted the positive impacts of this agency's efforts in the Manitou Springs area.
 - **The Place:** Ms. LaTier clarified that they have a physical shelter location as well as services for older youth, specific to rental assistance. Mr. Null indicated that the Rotary Club donated \$25,000.00 to assist with operational expenses. Mr. Null highlighted that the work that the staffers do is very well done and well-received by the clientele.
 - **Tri-Lakes Cares:** Ms. Howell asked for clarification about who funds their electric and utilities; Ms. VanDenHoek provided clarity on the services they provide and utility providers in the service area. Ms. Tompkins highlighted the cost/household as \$1,400 – which Ms. LaTier reiterated was typical of rental assistance requests from Tri-Lakes Cares.
 - **WeeCare, Inc.:** Mr. Houser denoted concerns that this is a for-profit company, the incompleteness of the application, as well as unspecified service areas. The Board decided to remove this application from consideration.
- c. **Any Action on Reviewed Categories – Removal from Consideration, Reduction of Request:** The Board determined non-consideration of WeeCare, Inc.'s; Pikes Peak United Way's Sunnyside; and VITA

applications due to minimum requests exceeding the public service budget. It was discussed that Envida, Mt. Carmel and Fountain Valley Senior Center's applications were cost-prohibitive and inflexible in their minimum amount requests. The Board requested Mr. Houser reach out to Envida, Fountain Valley Senior Center, and Mt. Carmel to determine if their minimum requested amount could be reduced to \$20,000.00 before determining which Public Service projects to not recommend. Ms. LaTier reminded the Board to request any additional information they need prior to the April recommendations meeting. Mr. Evans indicated that due to project timeline constraints the City of Fountain has chosen to remove their Public Facilities/Infrastructure application from consideration (Bonita Dr., ADA-accessibility project). Ms. Tompkins highlighted that her Public Facility/Infrastructure projects' requested amounts (for Ramah and Calhan) were specific to the costs to complete the project and in-kind staff services were part of the project, and that these would grant ADA-accessibility to both municipalities.

V. Other Business (1:35-1:43)

- a. HUD Audit Update:** Ms. LaTier informed the board that HUD will be auditing our CDBG-CV programs this spring (2023). Updates will be provided.
- b. Upcoming Meetings:** April 19, 2023, at 12:30 pm – Finalize Funding Recommendations

VI. Adjournment

The meeting was adjourned by Mr. Stevens at 1:43 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