Committee Members:

Present: Anthony Kassel, Joy Castillo, Linda Fahrenbruch, Alan Feinstein, Barbara Kelly, Robert Munroe, James Peters, Mindy Quiachon, Councilmember Elizabeth Law-Evans, Councilmember Sharon Tessier

Absent: Kevin Standbridge, Karl Frundt

Others Present:
Staff Members: Anna Bertanzetti, Sharon Farrell, Branden Roe, Cheryl St. Clair, Lisa Sacker

Guests: No guests

Proceedings: Meeting called to order at 11:00 a.m. by Chairman Kassel

1. Roll Call and Approval of Minutes

Motion to approve the minutes, as corrected, from April 13, 2020, meeting; seconded and passed.

2. Guest Comments

Chairman Kassel inquired again whether there were any guests on the line that would like to make any comment. There were no unaccounted for callers and no acknowledgment of the Chairman’s request.

3. Appointment of Chairman and Vice-Chairman for New Term

Chairman Kassel offered the seat of Chairman to any interested committee member. If there is no one interested at this time, Chairman Kassel is also willing to chair the committee for another year. Committee members commented that things were fine the way they were. With unanimous consent, Chairman Kassel and Vicechair Munroe were voted to continue in their positions for the duration of the next term.

4. Update on Covid-19 Rental Assistance Program

Sharon Farrell updated the committee on the Bridge the Gap Rental Assistance Program which was recently established to specifically assist Broomfield residents whose income was negatively impacted as a direct result of Covid-19. While there was not a specific number of approved applications, 63 applications had been denied; 5 already received a month of rental assistance, 10 were not Covid-related, 8 were over 80%AMI, 20 failed to provide requested information, 2 were duplicate applications and 15 were homeowners with mortgage forbearance. Roughly $78,643.00 was spent in April through the first part of May primarily assisting Broomfield residents that rent as opposed to homeowners because it
was a more defined line of action. Most lenders have offered homeowners forbearance, however, there are still some unknowns to the terms of forbearance and whether homeowners will be expected to pay for a balloon payment at the end of the forbearance or whether it would be tacked on to the end of the mortgage term.

Several committee members expressed their concern should a balloon payment be executed at the end of the forbearance.

Council members were careful to point out that there are various levels of government involvement and were split on the opinion as to whether or how far government should intercede in private contractual relationships.

Councilmember Tessier expressed concern that it may take too long for actionable relief to take place. She suggested observing the banks and what they plan on doing and perhaps at a local level, creating and encouraging ‘best practices’ as strongly suggested guidelines.

Ms. Farrell continued that now that the initial influx of ‘emergency’ has been addressed, HHS is looking to review and possibly revise the criteria for the rental assistance program, weighting the self-sufficiency program more heavily.

Mr. Feinstein questioned whether Broomfield residents are aware of the State rental assistance program. It is operated by the Salvation Army and Brothers.

The program is known. The requirements are more strict than the ones that Broomfield residents had to meet to qualify for Bridge the Gap but residents have been referred to the state program or FISH if ongoing assistance was being sought.

There is a valid concern that once residents are too far behind, they may not be able to catch up. Broomfield has a high-volume of renters that are employed in the service industry and may not be returning to work very soon.

While no late fees may be collected or eviction notices served for the month of May per the Governor’s Order, it is questionable what happens after that.

5. **Follow-up on Open Discussion Items Related to Proposed Development Agreements**

Deputy City and County Manager, Kevin Standbridge, was not able to attend and this update has been postponed. A suggestion was made to possibly set up an ad-hoc meeting, time permitting, with the Deputy City and County Manager to get a more complete overview and better understand what concessions have already been made by the City so that the HAC may fully understand their role with regard to McWhinney.

Anna Bertanzetti confirmed that North Park has been to P & Z but still needs City Council’s approval. Expecting a first and second reading in June/July.
6. **Review 2020 Activities to be Funded Through the Community Development Block Grant Allocation, for Recommendation to City Council** - [Proposed Memo 2020 Action Plan]

Housing Programs Manager, Cheryl St. Clair, confirmed the CCOB’s 2020 CDBG allocation in the amount of $279,092 and HOME funds in the amount of $131,573. In addition, as a result of the CARES Act, CCOB has been allocated another $164,181. The HOME funds have historically been used for the ongoing self-sufficiency rental assistance program and it is recommended to continue to allocate these funds for this program. In light of the recent effects of Covid-19, the normal requirements/stipulations for the use of CDBG funds have been temporarily lifted to allow for more fluid use of the funds as they are needed to address local Community Development affairs including the reimbursement back to the jurisdictions for funds spent on emergency Community Development issues.

Although the CDBG funds may be used on small businesses for economic development or to assist with the wages of low and moderate-income employees, committee members agreed that small business support was a lower priority compared to repair and rental assistance programs. It was agreed that Small Business Support funding be reduced to $25,000 and reallocated in the other areas.

A contributing factor was also the concern for residents on fixed incomes who may be adversely affected beyond their control. The question was posed as to the communication of the Urgent Repair Program. The Senior Center knows about the Urgent Repair Program and makes recommendations when they see the opportunity and the contractors that apply to be a part of the program have also recommended the program to those they feel are in a situation where it may be difficult for them to pay the repair.

7. **City Council Priorities for the Housing Advisory Committee**

The committee was sent a copy of the [Section 18 Request for Future Action](#) to review prior to today’s meeting.

Councilmembers Law-Evans and Tessier summarized the points for the committee that were proposed to Council on May 5, requesting from Council on the desired direction and how Broomfield would like to proceed moving forward.

A. City staff makes a projection on property tax income for the year. For all the years she has served on Council, the income has produced an overage. For more complicated reasons, the mill-levy is not adjusted and overages are not returned to the taxpayers. Until now, all overages have been returned to the general fund. Law-Evans is of the opinion that if there is an overage, that the monies be re-purposed and should go to housing programs since the overage comes from property taxes. Tessier reminds the committee that there must also be clear guidelines when there isn’t an overage. What happens then? Could it be that there are ‘pots’ of money? Possibly permanently defined dollar amounts and/or allocation of the funds? What are other municipalities doing?
B. While government should not insert itself between personal relationships, it can encourage compassion and generosity and urge landlords to be more flexible. One way to do this is by encouraging positivity with positivity. For example, incentivize landlords and lenders who donate to an already established foundation housing fund via a tax credit. The proposed credit is $0.90 on the dollar. This may be also the opportunity for local government to create more policies and best practices.

C. Assist the landlord/tenant communications by offering a fact-based, non-emotional, Ombudsman to act as mediator/arbitrator. This party would not act as an advocate to either side but rather stay founded in the facts.

D. Explore the benefits of executing an independent housing authority in Broomfield. What would it look like? For example, enforcement of policies and procedures or managing predatory practices put in place by landlords. Employ legal counsel with emphasis on housing law to ensure thorough analysis in order to present to City Council by winter 2020.

E. Establishing a landlord registry to better track business conducted in the community. The registry, as well as the Ombudsman position, could possibly be part of the housing authority. From what number of units would the landlord have to register? Should it include everybody?

8. Committee Reports/Comments - Broomfield Voice - Housing Made Attainable Webpage

Ms. Fahrenbruch reported that the Housing Made Attainable webpage on the Broomfield Voice website has been updated. The updates were executed with the intention of avoiding quickly outdated information and several links were provided to housing resources. The page is cleaned up and ready to leverage communication on housing projects in the future.

9. Other Staff Updates

Chairman Kassel reminded the committee of some general housekeeping rules. Please respond to invitations when they are sent out. By doing this, you allow for better planning of the subject matter and meeting logistics in general.

Each committee member was asked at the April 13, 2020, meeting to review the Housing Needs Assessment Action Plan and to bring their thoughts and priorities to the next meeting. While the individual committee members’ priorities were not discussed at today’s meeting, the Council proposal from May 5, interweaves with Housing Needs Assessment items and is, therefore, beneficial to take into account when determining the top five to seven committee priorities moving forward.
Chairman Kassel shared his top three priorities:

1. landbank/land acquisition
2. Guide for Developers (how to construct presentation)/Scoring System (could be beneficial recommending issues to Council)
3. Defining what HAC is to look like moving forward

Ms. Fahrenbruch asked what ‘Business Plan’ was referring to in the 2018 Housing Needs Assessment (under Recommendation No. 2; page 126). The committee members agreed that it may be the Action Plan in which case this point is in the process again.

With this added information, each committee member was again asked to think through and list their top three priorities they feel are most important to the committee. Please forward your list to Cheryl St. Clair at cstclair@broomfield.org with cc to Lisa Sacker at lsacker@broomfield.org no later than noon on Thursday, May 28. An outline or matrix will be created and forwarded to the committee the week before the next meeting in preparation for a rich discussion.

*Next Meeting Date - June 8, 2020, at 11:00 a.m.*

Meeting adjourned at 12:32 p.m.