

**RECORD OF PROCEEDINGS OF THE
COMMUNITY DEVELOPMENT ADVISORY BOARD
CITY OF BELLINGHAM, WASHINGTON**

**THURSDAY
November 12, 2020**
Audio-recorded

6:00 P.M.
Online - Zoom Meeting
www.cob.org

CALL TO ORDER: The meeting was called to order by Leah Wainman, Chair

Members Present: Leah Wainman (Chair), Javier Flores (Vice-Chair), Alycia Hawkins, Aran Clauson, Brien Thane, Cassidy Thornton, Elaine Woods, Greg Arnold, Kathleen Roy and Kaylee Galloway

Staff (PCDD): Samya Lutz, *Housing & Services Program Manager*; Kate Bartholomew, *Development Specialist*; Heather Aven, *Administrative Secretary*

Members Absent: Liz Jennings

APPROVAL OF MINUTES:

Minutes from October 8, 2020 were approved by general consensus.

AGENDA ITEMS:

NOFA Discussion

Samya Lutz reviewed the process the Notice of Funding Availability will follow and noted the budgets allocated to each. There was a brief conversation related to the Section 108 loan opportunity. There was a discussion related to what types of projects the CDBG and the COVID funding can be used for.

The members discussed how they would like to score, rank and allocate funding next year. It was suggested that, in addition to the list staff provided, the following be considered:

- Re-invest with existing partners
- Do not make finding new partners a priority or focus this year
- Diversity should remain a priority, and that might mean a new partner fulfills that
- Consider past success/performance
- Consider number of beneficiaries served, and number served per dollar for similar programs
- Scores being displayed high to low is useful
- Continue to consider prior funding levels when making allocation decisions
- Include criteria that would address how program/project is accounting for equity, social justice, sustainability.

There was a brief discussion on whether any of the considerations should be weighted more than others. It was decided that a survey would be sent out to help members think through the priorities and identify the group's overall top priorities.

OTHER BUSINESS:

Staff Updates:

City is finalizing the contracts related to COVID funding and grants are being dispersed into the community.

Staff will be sending out information from the Whatcom County Housing Advisory Committee and associated Affordable Housing Work Group so the members can follow their work if they wish.

Samya announced that the City has issued a Safe Encampment RFQ – to help assist in providing shelter to our homeless population.

Future Agenda Items:

- Presentation on role of non-profit vs role of government entity and ways they overlap and how they different
- ~~Consider inviting Washington Low Income Housing Alliance to give a presentation~~
- Balance home-ownership and the gap in funding.
- Additional discussion on ways to measure equity.
- ~~Equity and social justice/diversity and inclusion requirement for grantees in the future. Need to align metrics so that we're not adding on multiple requirements. (Leah has info about this)~~
- ~~Grantee close-out reports review and discussion (Heather)~~

Adjourned

Minutes prepared by:

Heather Aven, Administrative Secretary
Minutes edited by Housing & Services Program Manager.