

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

**THURSDAY
December 10 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), Aran Clauson, Brien Thane, Cassidy Thornton, Elaine Woods, Greg Arnold, Kathleen Roy, Kaylee Galloway and Liz Jennings

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

Guests: Michelle Thomas, *Director of Policy and Advocacy, WA Low-Income Housing Alliance*

Members Absent: Alycia Hawkins

APPROVAL OF MINUTES:

Minutes from November 12, 2020 were approved by general consensus.

ANNOUNCEMENTS:

Elaine Woods shared that this would be her last meeting. She shared her appreciation for the opportunity to serve, and members and staff thanked her for her contributions.

AGENDA ITEMS:

Washington Low-Income Housing Alliance Presentation

Michelle Thomas provided a presentation on the work that this agency does throughout the state in an effort to educate lawmakers and the public on the different housing needs the Washington State communities are experiencing, and their legislative priorities for 2021.

Public Hearing – Consolidated Annual Performance Evaluation Report (CAPER)

Samya Lutz provided an overview of the document and reminded the members that this report reflects the work done July 1, 2019 to June 30, 2020.

There was a brief conversation related to the type of feedback the City receives from HUD on the documents that we submit annually.

Public comment period was opened and closed due to lack of any public in attendance.

Public Hearing – 2020 Action Plan Amendment

Samya Lutz explained the changes being made to the current Action Plan, specifically the additional CV funding, and the changes in Levy dollars reflected in the budget. She reviewed the memo that was distributed. Members discussed the changes, and noted the challenges that come with uncertainty of funding (both due to COVID and potential local funds); some noted that participation from a City Councilmember could be beneficial during the upcoming 2021 housing & services budget discussions at CDAB.

MOTION: Aran Clauson/Brien Thane moved to accept the amendments to the 2020 Action Plan as outlined in the staff memo.

VOTE: ALL AYES

MOTION: Brien Thane/Greg Arnold moved to accept the 2019 CAPER as presented.

VOTE: ALL AYES

NOFA Ranking Discussion

Kate Bartholomew shared the responses that were received by the members related to their top three priorities for consideration when allocating funding.

She shared a few different scenarios that the group could consider using:

- Fully fund programs in rank order until the all of the available funding has been dispersed.
 - Pros and cons were presented as well.
- Fund the top scoring applications from each of the seven 2018-2022 Consolidated Plan Goals/Priorities
 - Pros and cons were presented as well.
- Delegate a percentage of funding to each priority area and allocate funds to those programs that meet the goals.
 - Pros and cons were presented as well.
- Consider the beneficiaries served and allocate funding based on those populations that they serve. Kate mentioned this option still needs some flushing out, and members were invited to provide additional guidance following the meeting.

The group discussed these options and requested additional time at the next meeting to consider their strategy.

OTHER BUSINESS:

Staff Updates:

Samya announced that the RFQ for tiny homes has closed and two responses were received. She also announced that a tiny home camp (28 units), managed by HomesNow, will be set up near Civic/Geri Field.

Heather reminded the Board that elections for Chair and Vice-Chair need to occur in the first quarter.

Future Agenda Items:

- Presentation on role of non-profit vs role of government entity and ways they overlap and how they different
- Balance home-ownership and the gap in funding.
- Additional discussion on ways to measure equity.

Adjourned

Minutes prepared by:

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