

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

**THURSDAY  
April 1, 2021**  
Audio-recorded

**6:00 P.M.**  
**Online - Zoom Meeting**  
[www.cob.org](http://www.cob.org)

**CALL TO ORDER:**    The meeting was called to order by Alycia Hawkins

*Members Present:*        Alycia Hawkins (Chair), Aran Clauson, Brien Thane, Hollie Huthman (City Council), Kathleen Roy, Kaylee Galloway, Elizabeth Jennings, and Yin-Ho Lai

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

*Members Absent:*        Cassidy Thornton, Christopher Pasquale, Leah Wainman (Vice-Chair), and Javier Flores

**APPROVAL OF MINUTES:**

Minutes from March 11, 2021 were approved by general consensus.

**ANNOUNCEMENTS:**

**AGENDA ITEMS:**

Housing and Human Service applications and program review

The members took a moment to share any potential conflicts of interest they may have as it relates to the applications for funding. Samya provided an overview of the Action Plan and highlighted some of the changes in the budget, as well as shared information on the new funding sources listed.

Staff shared their funding recommendations and a discussion about the funding tiers was held. Staff explained that typically the city makes funding allocations for a period of two years; however, the COVID-specific funding from the CDBG-CV program must be expended by September 2022. City commitments will be clear (as they always are) that our commitment is contingent on funding availability, and we will diligently look for other funding opportunities to make up the final 10 months in the second year.

There was a discussion about the member's recommendations. Ultimately, members expressed support for providing some funding to every applicant and generally supported the funding tiers recommended by staff.

Other program funding applications and program review

Samya reviewed the proposed funding allocations for the Homebuyer, Public Facilities and Production applications. She briefly discussed each proposal.

Member Thane left meeting at 7:45pm.

Full 2021 Action Plan budget recommendation

There was general consensus to recommend approval of the action plan as presented by staff.

### Staff Update

Kate provided an update on the LIHI Gardenview Tiny House Village proposed in the Puget/Whatcom Falls neighborhoods.

### Future Agenda Items:

- State Legislation update
- Presentation on role of non-profit vs role of government entity and ways they overlap and how they differ.
- Balance homeownership and the gap in funding.
- Additional discussion on ways to measure equity.

### **Adjourned**

Minutes prepared by:

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