

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

**THURSDAY  
September 9, 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, Christopher Pasquale, Elizabeth Jennings, Jennifer Miles, Kaylee Galloway, Rachel Jewell, Yin-Ho Lai and Hollie Huthman (City Council)

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

*Members Absent:*     Cassidy Thorton

*Guests:*                 Dietrich Schmitz; Washington State Housing Finance Commission

**APPROVAL OF MINUTES:**

Minutes from June 10, 2021 were approved by general consensus.

**AGENDA ITEMS:**

Presentation from Washington State Housing Finance Commission

Dietrich Schmitz, Down-Payment Assistance Program Administrator, shared a presentation on partnership with different municipalities, including the City of Bellingham.

- Partnership started in 2016 with COB and KCLT
- Reduces the cash needed for first-time homebuyers; funds need to be repaid and do get recaptured.
- Funding for program comes from Federal HOME funds and Bellingham Housing Levy; WSHFC helps the City with all the paperwork and regulation compliance
- Currently faced with a lack of inventory and high home prices.
- In beginning phases of starting with HomeSight to offer mortgages to more

Dietrich responded to some follow up questions from the Committee Members and staff.

Discussion – Homeownership

Samya Lutz presented on the market rate sales data for Bellingham. Dietrich commented on how other municipalities have responded to a rapidly rising market (by providing more assistance). Committee Members discussed whether the data we use to set our limits are accurate based on comparable sales in the area and meet HUD's methodology.

- We work with agencies to help renters find inventory in the community, in which HUD's Fair Market Rents are significantly lower than the market rates we observe.
- We see that much of the inventory in the program comes through the KCLT, which lowers the resale value below market rate.

CAPER Review

Samya provided some background on the Consolidated Annual Performance & Evaluation Report (CAPER), is required by HUD and looks back at the past Action Plan year; this let's the community know how we are doing against our goals for all activities from July 1, 2020 – June 30, 2021.

Key points described by Samya:

- We still see strong leveraging of City dollars, especially on the large development projects. (Example: Samish Commons)
- We are on track with our commitments to new rental units.
- We have committed to a few Community facilities for the upcoming year, and the Max Higbee Center's new facility is complete
- We have surpassed our 10-year goal for Rental Assistance programs
- We need to meet a threshold of serving 70% of beneficiaries under 50% of the Area Median Income, and are exceeding that goal

Committee members made some suggestions about the graphics and how to better represent progress toward our goals.

#### Public Hearing

One member of the public asked about the recaptured funds from 600 W Holly Street (not related to current CAPER).

#### City Staff Updates

- Kate Bartholomew will be moving into more of a CDAB staff support role in the future.
- City is getting more back than we put into the sale (28% of proceeds), which will net close to \$500,000. The Action Plan called out putting these funds towards a Youth Shelter, which was recently submitted by Northwest Youth Services for youth under age 18 with an overnight shelter.
- Council meeting at 1:00 pm on Monday, September 13 – both City and County staff will be giving an update on current shelter strategies.
- City is working with partners to get a targeted shelter for families with children.

#### What's the Buzz

- Moratorium on eviction and energy bills are both ending – there is a lot of money available, but concern if people in need are aware of the resources available
- Members are hearing of very shocking rent increases for voucher holders, who are in turn getting priced out of current homes (even if not losing their voucher) – Brien is happy to follow up with more information

#### Future Agenda Items:

- A staff presentation from BHA about how the voucher system works (Section 8 and local forms of rent assistance)
- 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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Kate Bartholomew, Development Specialist  
Minutes edited by Housing & Services Program Manager.