

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

**THURSDAY
January 12, 2023**
Audio-recorded

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

CALL TO ORDER: The meeting was called to order by Aran Clauson

Members Present: Aran Clauson (Chair), Brien Thane, Jennifer Miles, Jonathan Stubblefield; Jonathan Scanlon; Karin Jones; Pierce Bock; Ryan Wood; and Victor Crosetti
Hollie Huthman (City Council, sitting in for Kristina Michelle-Martens)

Absent: Rachel Jewell, Shannon Laws, Suneeta Eisenberg, and Yin-Ho Lai

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

APPROVAL OF MINUTES:

Minutes from November 10, 2022 were approved by general consensus.

PUBLIC COMMENT PERIOD:

No public testimony given.

AGENDA ITEMS:

Officer Nomination / Election

Aran Clauson nominated for Board Chair. He accepted. VOTE: ALL AYES

Karin Jones nominated for Board Vice-Chair. She accepted. VOTE: ALL AYES

Non-Profit Development Process (Presentation)

Brien Thane, Bellingham Housing Authority shared his knowledge related to the non-profit housing development process, including an overview of the typical timeline and various funding sources. He shared information on how the federal low-income housing tax credits works in the context of a larger development project (of 50-80 units).

Board Member Training (Training)

Heather Aven shared information from the Community Development Advisory Board's Handbook and Bylaws and explained some different ways each member can add value during their tenure. She reviewed the policies, procedures, and expectations for board membership.

Review 2023 CDAB Calendar

Kate Bartholomew reviewed the 2023 calendar and the major upcoming tasks in front of the board. She also requested members give some thought to which agencies board would like to invite to present to CDAB this year. Members suggested that Sean Humphrey House, Lydia Place, DVSAS, NWYS, Max Higbee Center, Food providers (Bellingham Food Bank, Maple Alley Inn, WCOA Meals on Wheels), and Bellingham School District/Family Resource Center be considered. Kate will follow up with a survey or questionnaire.

STAFF UPDATES

Project updates document:

- Mercy Housing Trailview project – REMOVED (complete)
- Sean Humphrey Karen Durham project – ADDED (reflecting Dec discussion/vote)

Severe Weather Warming Center – a severe weather event occurred in December, which coincided with holiday closures; the day-use warming center opened at the library. The level of demand was higher than anticipated.

The current open Notices of Funding were discussed, with additional attention paid to the invitation for Letters of Interest from agencies or groups working on homeless prevention and diversion.

What's the Buzz

Future Agenda Items

- Family Systems Solution Group
- Verbal summary on the Project Update page
- LMM Director speak to the Board (Housing first vs. Housing ready)
- Housing accessibility barriers (unable to use vouchers)
- Wrap-around funding (State level)
- Enforcement for Air BnB
- 2022 state legislative session – specifically renter protections
- A speaker on the business side of housing and real estate development (Kate suggested members watch the recent Housing Week session on “Making Affordable Housing Pencil” and shared link). Let staff know if there is still interest in this topic.
- A policy discussion in light of the close defeat of recent City Ballot Initiative 1.
- 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:

Heather Aven, Administrative Secretary