

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

**THURSDAY  
March 9, 2023**  
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 Aran Clauson

*Members Present:*     Aran Clauson (Chair), Brien Thane, Jennifer Miles, Jonathan Stubblefield, Ryan Wood, Victor Crosetti, Shannon Laws, Suneeta Eisenberg, and Yin-Ho Lai; Kristina Michelle-Martens (Council representative)

*Absent:*     Jonathan Scanlon, Karin Jones, and Pierce Bock

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

**APPROVAL OF MINUTES:**

Minutes from February 9, 2023 were approved by general consensus.

**PUBLIC COMMENT PERIOD:**

The public comment period was open. No public testimony given during the public comment period.

Later during the meeting there was a recommendation made to consider the concept of Terra-cycling in an effort to raise additional money for housing projects, non-profits or schools.

**AGENDA ITEMS:**

Consolidated Plan Update

Kate shared that staff was going to Eleanor Apt to meet with a community group that are actively bring awareness to the cost burden of housing for seniors. She also mentioned that another survey will be open in the near future. She also shared some of the changes that have been made to the Consolidated Plan since the last meeting.

Draft Action Plan Budget Overview

Samya shared the proposed 2023 Action Plan budget. She spoke to the different funding sources and commented on how that money can be allocated, including any restrictions that may apply. She also discussed the different projects that could be, or in some instance, are already being funded by these sources.

There was a discussion about the option of gauging the vulnerability of a project to help assist in determining the funding allocations.

There was a brief conversation about the consequences of not spending/allocating all of the HUD funding in a timely manner.

## Housing & Human Services NOFA application rankings

Board members much reach an agreement on the process that will be followed in scoring applications so that the discussion of allocating funds can occur at the next meeting. Kate reviewed the previous process and there was a discussion about how that may work for this grant round.

It was decided to use the previous process of ranking applications by Tier, and that Tier 2 would be the previous award minus the additional COVID funding. Members agreed to have their recommendations to Kate by April 10, 2023.

## **STAFF UPDATES**

Staff will be doing a series of meetings before City Council related to the Consolidated Plan update.

### What's the Buzz

Samish Commons is getting Certificates of Occupancy for the Family at the end of April and the Senior Building at the end of May. Brien noted there would be a grand opening on July 21, 2023.

### Future Agenda Items

Von suggested a few

- 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:

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Heather Aven, Administrative Secretary