



COMMUNITY SERVICES, HOUSING, AND COMMUNITY DEVELOPMENT DEPARTMENT
Kathleen Torella, Director

**HOUSING AND COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
MINUTES
ALLOCATION MEETING
January 10, 2019**

Note to persons reviewing this document: This is not a verbatim transcript. While an attempt has been made to document pertinent points, these Minutes contain only a summary of the discussion and voting. A recording of the meeting is on file and available for review from the Housing and Community Development Division.

Members of the Committee: Tom Hormel, Chair, City of Spokane Valley; Dee Cragun, Vice Chair, City of Deer Park; Rusty Barnett, Member at Large; Larry La Bolle, Town of Latah; Bret Lucas, City of Cheney; Kate McLachlan, City of Millwood; Tim Norwick, City of Spokane Valley; Jamie Paden, Town of Fairfield; Tom Richardson, Member at Large; Clyde Sample, Town of Spangle; Gary Wagner, Town of Rockford; Ralph Williams, City of Liberty Lake; and Arne Woodard, City of Spokane Valley

Members of the Staff: Kathleen Torella, Director; Tim Crowley, Division Manager; Richard Culton, Project Administrator; Christy Jeffers, Project Administrator; Melissa Holten, Senior Accountant; and Tami Landsiedel, Secretary

Call to Order: 4:04

Consent Agenda:

Adopting HCDAC Minutes of October 11, 2018
Motion: Arne Woodard Second: Dee Cragun
Recommendation: Approved

Tom Hormel introduced of new HCDAC member Kate McLachlan, City of Millwood.

Reports:

Melissa Holten gave a brief overview of anticipated 2018 CDBG and Program income funds.

New Business:

Tom Hormel, Chair, reviewed the Project Selection Procedure

Consideration of 2019 Community Development Block Grant Applications for Public Service Activities.

1. Consideration of the CDBG Application from **Cheney Outreach – Emergency Assistance ~ Requested Amount \$25,798**
 - A. Staff Report – Richard Culton
 - B. Motion made to approve funding in the amount of \$20,000
Motion: Arne Woodard Second: Tom Richardson
Passed Project funded at \$20,000



2. Consideration of the CDBG Application from **Medical Lake Community Outreach – Emergency Assistance ~ Requested Amount \$10,000**
 - A. Staff Report – Richard Culton
 - B. Motion made to approve funding in the amount of \$10,000
Motion: Arne Woodard Second: Tim Norwick
Passed Project funded at \$10,000

3. Consideration of the CDBG Application from **New Hope Resource Center– Emergency Services ~ Requested Amount \$18,000**
 - A. Staff Report – Christy Jeffers
 - B. Motion made to approve funding in the amount of \$18,000
Motion: Arne Woodard Second: Tim Norwick
Passed Project funded at \$18,000

4. Consideration of the CDBG Application from **Spokane Valley Partners – Emergency Assistance ~ Requested Amount \$20,000**
 - A. Staff Report – Christy Jeffers
 - B. Motion made to approve funding in the amount of \$20,000
Motion: Dee Cragun Second: Arne Woodard
Passed Project funded at \$20,000

5. Consideration of the CDBG Application from **The Green House Community Center –Emergency Assistance ~ Requested Amount \$35,000**
 - A. Staff Report – Richard Culton
 - B. Motion made to approve funding in the amount of \$28,000
 - C. Motion: Dee Cragun Second: Arne Woodard
Passed Project funded at \$28,000

6. Consideration of the CDBG Application from **Lutheran Community Services – Victims of DV Services, ~ Requested Amount \$56,385**
 - A. Staff Report – Christy Jeffers
 - B. Motion made to approve funding in the amount of \$40,000
Motion: Arne Woodard Second: Ralph Williams
Passed Project funded at \$40,000
**Rusty Barnet abstains*

7. Consideration of the CDBG Application from **Salvation Army– Food Bank, Nutrition ~ Requested Amount \$60,486**
 - A. Staff Report – Christy Jeffers
 - B. Motion made to approve funding in the amount of \$20,000
Motion: Arne Woodard Second: Tim Norwick
Passed Project funded at \$20,000

8. Consideration of the CDBG Application from **Second Harvest – Food Bank ~ Requested Amount \$80,000**
 - A. Staff Report – Richard Culton
 - B. Motion made to approve funding in the amount of \$35,000
Motion: Arne Woodard Second: Bret Lucas
Passed Project funded at \$35,000
 - C. Motion made to approve funding in the amount of \$35,632
Motion: Arne Woodard Second: Tim Norwick
Passed Project funded at \$35,632

9. Consideration of the CDBG Application from **Greater Spokane County Meals on Wheels – Senior Services, Nutrition ~ Requested Amount \$89,572**
 - A. Staff Report – Christy Jeffers
 - B. Motion made to approve funding in the amount of \$45,000
Motion: Ralph Williams Second: Tom Richardson
Passed Project funded at \$45,000

10. Consideration of the CDBG Application from **Inland Northwest Farmers Market – Youth Nutrition~ Requested Amount \$25,314**
 - A. Staff Report – Richard Culton
 - B. Motion made to approve funding in the amount of \$15,000
Motion: Arne Woodard Second: Kate McLachlan
Passed Project funded at \$15,000
 - C. Motion made to approve funding in the amount of \$0
Motion: Ralph Williams Second: Dee Cragun
Passed Project funded at \$0

11. Consideration of the CDBG Application from **Northwest Fair Housing Alliance – Fair Housing~ Requested Amount \$10,791**
 - A. Staff Report – Christy Jeffers
 - B. Motion made to approve funding in the amount of \$10,791
Motion: Dee Cragun Second: Rusty Barnett
Passed Project funded at \$10,791

Consideration of 2019 Community Development Block Grant Applications for Affordable Housing Activities.

12. Consideration of the CDBG Application from **SNAP – Single Unit Residential Rehab ~ Requested Amount \$215,000**
 - A. Staff Report – Richard Culton
 - B. Motion made to approve funding in the amount of \$200,000
Motion: Arne Woodard Second: Gary Wagner
Passed Project funded at \$200,000

13. Consideration of the CDBG Application from **SNAP – Homeownership Services ~ Requested Amount \$250,000**
 - A. Staff Report – Richard Culton
No motion made

Consideration of 2019 Community Development Block Grant Applications for Economic Development Activities.

14. Consideration of the CDBG Application from **SNAP Financial Access – Micro Enterprise ~ Requested Amount \$250,000**
- A. Staff Report – Richard Culton
 - B. Motion made to approve funding in the amount of \$100,000
Motion: Arne Woodard Second: Dee Cragun
Passed Project funded at \$100,000
 - C. Motion made to approve funding in the amount of \$107,931
Motion: Ralph Williams Second: Arne Woodard
Passed Project funded at \$107,931

Consideration of 2019 Community Development Block Grant Applications for Public Improvements/Infrastructure Activities.

15. Consideration of the CDBG Application from **City of Spokane Valley Priority #1 Ella Rd – Sidewalk Improvements ~ Requested Amount \$358,133**
- A. Staff Report – Christy Jeffers
 - B. Motion made to approve funding in the amount of \$320,000
Motion: Bret Lucas Second: no second
Failed
 - C. Motion made to approve funding in the amount of \$358,133
Motion: Ralph Williams Second: Tim Norwick
Passed Project funded at \$358,133
16. Consideration of the CDBG Application from **City of Spokane Valley Priority#2 Conklin Rd– Sidewalk Improvements ~ Requested Amount \$75,611**
- A. Staff Report – Christy Jeffers
 - B. Motion made to approve funding in the amount of \$75,611
Motion: Arne Woodard Second: Bret Lucas
Passed Project funded at \$75,611
 - C. Motion made to approve funding in the amount of \$0
Motion: Arne Woodard Second: Tim Norwick
Passed Project funded at \$0
17. Consideration of the CDBG Application from **City of Spokane Valley Priority#3 Farr Rd – Sidewalk Improvements ~ Requested Amount \$295,641**
- A. Staff Report – Christy Jeffers
 - B. ***No motion made***
18. Consideration of the CDBG Application from **City of Cheney – Water Improvements ~ Requested Amount \$211,800**
- A. Staff Report – Christy Jeffers
 - B. Motion made to approve funding in the amount of \$211,800
Motion: Ralph Williams Second: Jamie Paden
Passed Project funded at \$211,800

19. Consideration for allowing staff to make 10% adjustments
 - A. Staff Report – Tim Crowley
 - B. Motion made to approve allowing staff to make 10% adjustments
Motion: Dee Cragun Second: Arne Woodard
Passed
20. Motion made to approve funding allocation packet
Motion: Gary Wagner Second: Arne Woodard
Passed

Adjournment: 5:37 p.m.