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
      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.