



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

**HOUSING AND COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
MINUTES
PUBLIC HEARING AND REGULAR MEETING
September 13, 2018**

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; Bret Lucas, City of Cheney; Tim Norwick, City of Spokane Valley; Jamie Paden, Town of Fairfield; Tom Richardson, Member at Large; Clyde Sample, Town of Spangle; 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, Program Administrator; Christy Jeffers, Program Administrator; and Tami Landsiedel, Secretary

Public Hearing: 4:00 p.m.

Richard Culton gave a presentation on the 2019 PY CDBG RFP Process. Christy Jeffers gave a presentation on the 2017 CAPER, CSHCD Citizen Participation Plan, and Analysis of Impediments and Fair Housing Plan Update. No comments were received.

Individuals wishing to provide comments are asked to state their name, and if applicable, the organization they represent, and address. The Chair or members of the Committee may address individuals providing testimony. A maximum of 10 minutes will be provided to each speaker.

HCDAC Meeting

Call to Order: 4:31 p.m.

Consent Agenda:

Adopting HCDAC Minutes of June 14, 2018: Approved

Reports:

Kathleen Torella informed the committee that we did receive our CDBG and HOME agreements from HUD. They go before the BoCC on September 25, 2018 and the CDBG subrecipient agreements will be signed on October 2, 2018.

HUD monitored our HOME program in August. HUD complimented fiscal staff and program staff. We are still waiting for our monitoring letter.

Federal appropriations for CDBG and HOME saw an increase. Does not look like it will be signed by September 30, 2018.



New Business:

1. Consider approval of the DRAFT HCDAC Bylaws for adoption by the Board of County Commissioners.
 - A. Discussion – Kathleen Torella
 - B. Motion made to approve DFART HCDAC Bylaws
Motion: Arne Woodard Second: Dee Cragun
Approved

2. Consider approval of the DRAFT Consolidated Annual Performance Report (CAPER) for adoption by the Board of County Commissioners.
 - A. Discussion – Christy Jeffers
 - B. Motion made to approve DRAFT 2017 CAPER
Motion: Dee Cragun Second: Tim Norwick
Approved

3. Consider approval of the DRAFT 2019 CDBG Funding Policies and Timeline of Activities for adoption by the Board of County Commissioners.
 - A. Discussion – Richard Culton
 - B.** Motion made to approve DRAFT 2019 CDBG Funding Policies and Timeline of Activities
Motion: Tim Norwick Second: Arne Woodard
Approved

4. Consider approval of additional funding request from the Town of Rockford to complete the proposed 2018 Sewer Improvements Project
 - A. Discussion – Richard Culton
 - B. Motion made to fund Option #2 adding an additional \$63,818.40 to Town of Rockford
Motion: Arne Woodard Second: Tim Norwick
Approved

5. Consider approval of the AI update and the Citizen Participation Plan (CPP) for adoption by the Board of County Commissioners.
 - A. Discussion – Richard Culton
 - B.** Motion made to approve AI update and the CPP
Motion: Arne Woodard Second: Dee Cragun
Approved

Adjournment: 4:46 p.m.