



HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT

Housing and Community Development Advisory Committee (HCDAC)

Agenda

Thursday, November 14, 2024

4:00 p.m. to 6:00 p.m.

The HCDAC will hold the above meeting in-person and remotely.

The in-person meeting will be held at 4:00 PM, or as soon as possible thereafter, at the following location:

PUBLIC WORKS BUILDING - 1026 WEST BROADWAY AVENUE LOWER LEVEL, COMMISSIONERS' HEARING ROOM

AGENDA:

- I. **Call to Order**
 - a. Approve Agenda: **Action**
- II. **Approve August 8, 2024, Meeting Minutes**
 - a. Approve Minutes: **Action**
- III. **Action Item: HCDAC Officers**
 - a. See By-laws, section 8 (VIII) F
- IV. **Action Item: December Meeting**
- V. **Action Item: Homeless Outreach Performance Consideration**
- VI. **RFP Updates**
- VII. **General HCD Updates**
 - a. Homeless Services
 - b. Community Development
 - c. Affordable Housing
 - d. City of Spokane
- VIII. **Public Comment (3 minutes per speaker – limit 2 speakers per Agency):**
- IX. **Adjournment:**

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: Spokane County is committed to providing equal access to its facilities, programs, and services for persons with disabilities. The Commissioner's Hearing Room at 1026 West Broadway is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Individuals requesting reasonable accommodations or further information may call, write, or email Ashley Cameron at (509) 477-5750 (TDD), 824 North Adams Street, Spokane, WA, 99260; or acameron@spokanecounty.org. Please contact us forty-eight (48) hours before the meeting date.

HOUSING AND COMMUNITY DEVELOPMENT ADVISORY COMMITTEE (HCDAC)**November 14, 2024****HCDAC Regular Meeting MINUTES**

Meeting Date: November 14, 2024, at 4:00 p.m.	Location: Hybrid Teams Conference Call at 1026 W Broadway Avenue Spokane, WA 99201 Lower-Level Commissioners Hearing Room	Called to Order: 4:09 p.m. Adjournment: 5:02 p.m.
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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.

Attendance: **X=Present E = Excused U = Unexcused**

Members of the Committee**Representing**

Tom Hormel	x	Chair, City of Spokane Valley
Rusty Barnett	x	Vice Chair, Member at-Large North
Cheryl Loeffler	x	Town of Fairfield
Yvonne Warren		Town of Latah
Chad Pritchard	x	Medical Lake
Rebecca Johnson		Town of Spangle
Gregg Tenner	x	Town of Rockford
Tim Hattenburg	x	City of Spokane Valley
Ben Wick		City of Spokane Valley
Jason Nazarro		City of Cheney
Rocio Wofford	x	At-Large (South)
David Lewis	x	Mead District
Gloria Mantz	x	City of Spokane Valley
Members of Staff		Representing
George Dahl	x	HCD - Administrator
Megan Hancock	x	HCD - Program Administrator
Chris Mckinney	x	HCD - Program Administrator
Kurt Husler	x	HCD - Program Administrator
Brittney Reed	x	HCD - Program Administrator
Pavel Parfilo	x	HCD - Program Administrator
Aidan Fritz	x	HCD - Program Administrator

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Consent Agenda:

All matters listed within the Consent Agenda have been distributed to each member of the HCDAC for reading and study and may be enacted by one motion of the Committee with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda by any Committee member and placed on the Regular Agenda for Committee action.

Regular Meeting Call to Order: 4:00 p.m.

Adopting HCDAC Minutes of November 14, 2024 –

New Business

- I. Committee Chair Hormel called the meeting to order at 4:01 PM. Committee Member Hattenburg motioned to approve the agenda. Committee Member Tenner seconded, and the motion passed unanimously.
- II. Committee Member Hattenburg motioned to approve the meeting minutes of Sept. 12. Committee Member Tenner seconded, and the motion was passed unanimously.
- III. HCD Administrator George Dahl explained that the bylaws require an action to elect certain members of the committee, specifically the chair and vice-chair positions. Committee Chair Hormel asked for a motion to elect the chair and co-chair. Committee Member Lewis motioned to elect Tom Hormel to Chair and Rusty Barnett to Vice-Chair. Committee Member Mantz seconded, and the motion passed unanimously.
- IV. Mr. Dahl explained that the December meeting is not needed, and any important information will be presented to the committee in the January and February meetings.
 - a. Committee Member Lewis motioned to **cancel the December** meeting while Committee Member Hattenburg seconded. **The motion passed unanimously.**
- V. Homeless Services Manager Chris McKinney explained performance evaluations for his portfolio had all started except one which is the organization Yoyot Sp'q'n'i. He explained some options to remedy the evaluation included adjusting the contract terms, cancelling the contract, or continuing the contract unchanged. Committee Member Mantz asked if there is another project to take on the funds should the contract be canceled. Mr. McKinney stated he did not look at other programs and that the process would take a few months to determine where those funds could be allocated. Committee Member Tenner asked about the project status while Committee Member Mantz followed up asking about communication. She also asked what intervention types those funds are eligible to be allocated. Mr. McKinney explained there are some options for those funds, that the project has not started, and that communication has been "hit or miss" but ultimately challenging. Committee Vice-Chair Barnett asked who has been spoken to for the project. Mr. McKinney mentioned Angel Tomeo-Sam as the direct contact, but indicated the organization's structure being grassroots style makes things difficult. Committee Member Wofford explained that she is familiar with the organization and may be able to reach out to them before a final decision and wanted thoughts from the department as to whether it would be appropriate. Committee Vice-Chair Barnett added that she wanted more conclusive information on where the organization is at in the process and the benefit of a face-to-face conversation. Mr. McKinney stated that current conversations with the organization had not

talked about canceling funding since it was deemed an issue where the Advisory Committee should be consulted.

Committee Chair Hormel pointed out that the organization has gone over the HCD deadlines and that there needs to be consequences. He continued that funding should be pulled to get some other project done for the public. Committee Member Mantz agreed and pointed out the January meeting condenses the timeline. Committee Member Mantz motioned to reallocate funding from Yoyot Sp'q'n'i, and Committee Member Lewis seconded. All said aye except Committee Member's Barnett and Wofford who would state nay. Motion passed.

- VI. Committee Member Wofford started on detailing Ad Hoc Committee information for the RFP. She added that the department is on the right track reaching out to the community for comments and recommendations for the RFP. Mr. Dahl spoke on all the other members that were reached out to for the RFP. Community Development Specialist Kurt Husler talked about the Technical Assistance meetings and one-on-one sessions for potential applicants.
- VII. HCD Updates:
 - a. Mr. McKinney spoke on his portfolio and the spend down metrics for some of his programs.
 - b. Community Development Manager Aidan Fritz spoke on Community Development Portfolio projects and updates including:
 - i. Annual Action Plan Accepted by HUD.
 - ii. 2023 CAPER has been accepted by HUD.
 - iii. 2025-2029 Consolidated Plan update ongoing with more information to follow.
 - iv. Remaining 2023 Capital projects expiring on December 31, 2024. One outstanding project (Family Promise – Acquisition/Rehab), where the bid has been awarded and construction should start in the end of 2024.
 - v. Community Development Specialist Brittney Reed spoke on how the HEAR program is getting additional money from the WA State Department of Commerce.
 - c. Mr. Dahl spoke on behalf of the Affordable Housing program and how the loan portfolio has been cleaned up.
 - d. CHHS Director Arielle Anderson, spoke on the CDBG RFP being released at the same time as the County's RFP and how contracts will be monitored. She spoke on how the inclement weather beds have surged and is expected to serve more people in the city. PIT (point in time count) volunteers are needed. Ms. Anderson explained how doubled up families are not captured in the best way by HUD's standards and rural areas are also overlooked. She also detailed the 5-year plan to end Homelessness and where it is at in the process. The needs should be evaluated and amended accordingly as things have changed.
- VIII. Public comments: No public comments were made during the meeting.
 - a. Committee Member Mantz spoke about the City of Spokane Valley's RFP which focuses on 1.3 and 1.5 acres of land development for affordable housing purposes. The land is zoned for mixed use.
- IX. Committee Member Tenner motioned to end the meeting and Committee Member Hattenburg seconded. Committee Chair Hormel adjourned the meeting at 5:02 PM.

Adjournment 5:02 PM

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