



Citizens' Advisory Board

CDBG Public Facilities Review Panel (non-board meeting)

Meeting Minutes

Wednesday, January 23, 2019, 6:00 p.m.

Location: 3602 Pacific Avenue, Suite 200, Tacoma, WA 98418

Sound View Conference Room 1

Members Present:

Sally Porter Smith, Chair

Nathan Zink

Yvonne Starks

Staff Present:

Bryan Schmid

Nicholas Nyland

Vy Yun

1. Call to Order

The meeting was called to order at 6:03 p.m. by Sally Porter Smith, CAB Chair.

2. Approval of Agenda

Sally asked for a motion to approve the agenda. Nate motioned; Yvonne seconded; unanimously approved.

3. Staff Report

- Conflict of Interest forms were collected.
- Rating Sheets were collected.

4. Presentations for FY 2019 CDBG Public Facilities Funds

The following agencies presented with 7 minutes allocated for presenting and 7 minutes for questions:

- Vadis – Vadis Housing
- YWCA – Pierce County Affordable Housing

5. FY 2019 CDBG Public Facilities Funding Recommendations

- Nate proposed to fully fund both projects. Sally and Yvonne agreed.
- Nicholas explains that we normally do a contingency if more or less funds are awarded, but in this case, we only need to do it if we receive less funds.
- If awards are decreased, Nate suggested giving Vadis \$40,000 less (\$300,000), which is the amount listed for their funding Priority #2. He says Vadis can get the bulk of their project off the ground with this.
- Sally said if they were forced to decrease funds, she would look at YWCA because their score was lower than Vadis, but it would tear her heart apart because they serve so many people and they are unique service. She suggests subtracting funds from YWCA until we reach funding. Nate agrees.
- Bryan explains they would need to figure out where to allocate the leftover funds in the Action Plan (i.e. contingency, projects, minor home repair, rehabilitation, NOFA, etc.). Nicholas states that in cases where projects did not get contracted, the funds are not evaporated, it gets rolled into the next cycle.

- Yvonne expressed concern that some programs, if you do not spend what is allocated, you will receive less each year.
- Nate reiterates that if funds are decreased, to fully fund their first choice, VADIS. YWCA funds will be reduced before any reduction to VADIS award. Yvonne and Sally agreed.

6. Good of the Order

- Sally requests to have this topic at the next meeting. Bryan will let Stephanie know they are concerned about the remaining funds (\$410,000).

7. Adjournment

Sally Porter Smith adjourned the meeting at 7:01 p.m.

Sally Porter Smith

Chair Signature

Feb. 6, 2019

Date