MINUTES
Richland Housing and Community Development
Advisory Committee Regular Meeting No. 08-2012
City Council Chambers – 505 Swift Boulevard
Tuesday, August 14, 2012 ~ 8:00 AM

CALL TO ORDER:
Chairman Nordgren called the meeting to order at 8:00 AM.

ATTENDANCE:
Chairman Nordgren, Committee Members Beck, Davis Heineman, Navarre, and Snyder were present. Committee Members Lambert, Spencer and Vader were absent. Also present were CDBG/HOME Administrator Bluher and Committee Clerk Bykonen.

APPROVAL OF THE AGENDA:
The agenda was approved as presented.

APPROVAL OF THE MINUTES:
The HCDAC July 10, 2012 Meeting Minutes were approved as presented.

COMMENTS:
1. **Public Comments**
   No comments.

2. **Council Liaison**
   No comments.

3. **HCDAC Chair**
   No comments.

UNFINISHED BUSINESS:
None.

NEW BUSINESS
1. 2013 CDBG Application Presentations & Funding Recommendations

Chairman Nordgren explained the process for agency presentations. Each agency requesting funds will have 15 minutes to present their application: ten minutes for the presentation and five minutes for questions from the committee.

Agencies applying for CDBG funds were:
<u>Public Services</u>
- The ARC of the Tri-Cities
- Benton Franklin CAC

- Elijah Family Homes
- Safe Harbor Crisis Nursery
- Senior Life Resources

Public Facilities
- City of Richland Parks & Recreation
- City of Richland Public Works
- Senior Life Resources

Housing and Neighborhood Revitalization
- City of Richland Housing
- CBVC, Inc.

Discussion of Conflict of Interest
Committee Member Navarre recused herself from the Benton-Franklin CAC presentation as she is a board member of the organization.
Chairman Nordgren disclosed that he had previously volunteered for Elijah Family Homes but did not feel he would be biased in making funding recommendations. The committee was not concerned

Deliberations
The committee reviewed all applicant presentations and asked questions of each prior to deliberations with the exception of City of Richland Parks and Recreation (Goethals Park Improvements) as the applicant did not give a presentation and is therefore ineligible for funding consideration.

A motion was made by Committee Member Heineman and seconded by Committee Member Navarre to recommend to City Council the 2013 CDBG funding listed in the table below with the additional recommendation of reallocating $13,010 from Senior Life Resources Commercial Kitchen to City of Richland ADA Sidewalk Ramps in the event the commercial kitchen project cannot move forward in a timely manner or effectively use the reduced funding award. In that event, the funds would be provided to the City of Richland ADA Sidewalk Ramps.

The motion carried unanimously.

2013 CDBG Funding Recommendation August 2012		
Applicant	**Amount Requested**	**Amount Recommended**
PUBLIC SERVICE		
The ARC of Tri-Cities – Partners N Pals Program	$5,400	$0
Benton Franklin CAC - Homeless Prevention Program	$11,500	$0
Elijah Family Homes – Transition to Success Program	$11,968	$11,968
Safe Harbor Crisis Nursery – My Friends Place Youth Shelter	$8,000	$0
Senior Life Resources – Meals on Wheels Program	$7,000	$7,000

PUBLIC FACILITIES		
City of Richland, Parks and Recreation – Goethals Park Improvement	$13,000	$0
ALT 1: Senior Life Resources – New Commercial Kitchen/Dining Facility	$50,000	$13,010
ALT 2: City of Richland Public Works – ADA Sidewalk Ramps	$25,000	$13,010
HOUSING & NEIGHBORHOOD REVITALIZATION		
City of Richland, Housing - Affordable Housing Programs	$114,022	$114,022
CBVC, Inc. – Veteran Home Rehab	$30,000	$30,000
TOTAL REQUESTED	**$275,890**	**$176,000**
Administration	$44,000	$44,000
TOTAL	**$319,890**	**$220,000**

ADJOURNMENT

Chairman Nordgren adjourned the meeting at 12:20 .PM

Submitted by: Pam Bykonen, Executive Assistant
Reviewed by: Planning and Redevelopment Manager Joe Schiessl
Minutes Approved On: _____
Form Approved: _____
Print Name: _____
Date: _____