

Community Development Commission of Mendocino County
Regularly Scheduled Meeting Thursday, January 21, 2021
At 1:30 P.M.

Commissioner Deetz called the meeting to order at 1:32 P.M., January 21, 2021. The meeting was held in the conference room at the Community Development Commission at 1076 N. State Street, Ukiah, CA 95482.

1. Roll Call

The recording secretary took roll call and determined there was quorum present.

Commissioner Members Present

Kathy Brigham - Via Zoom Video Conferencing
Dawn Deetz
Lesli Langslet - Via Zoom Video Conferencing
Gary Mirata
Richard Willoughby - Via Zoom Video Conferencing

Commissioner Members Absent

None

Others Present

None

CDC Employees

Todd Crabtree - Executive Director
Lisa Judd - Housing Manager - Via Zoom Video Conferencing
Josh Killion - Sustainability and Energy Efficiency Specialist - Via Zoom Video Conferencing
Lisa Pope - Controller
Joelle Strain - Office Representative I

Members of the Public

None

2. Approval of October 15, 2020 Minutes

Motion by Commissioner Mirata and seconded by Commissioner Langslet to approve the October 15, 2020 Minutes.

Ayes: Commissioner Deetz, Commissioner Langslet, Commissioner Mirata and Commissioner Willoughby
Noes: None. Abstained: Commissioner Brigham.
Absent: None

3. Report of Posting Agenda

Pursuant to Government Code §54954.2, the agenda for this meeting was properly posted January 14, 2021.

4. Committee Reports

None

5. Executive Director Report and Department Reports

A. Administration

Todd Crabtree presented his report as written. CDC completed the HUD Compliance review. Todd did an exit interview with the HUD San Francisco Division Director in December and they said we should be proud and happy with the results. It was the first one they had ever done with no findings.

CDC was contacted by Mendocino Grand Jury. They are interested in what CDC does and also about how to have more affordable housing in Mendocino County.

B. Accounting

Lisa Pope presented her report as written.

C. Development and Sustainability

Josh Killion presented his report as written.

D. Housing

Lisa Judd presented her report as written. CDC was awarded 75 additional Mainstream Vouchers effective 12/1/2020.

CDC is working with RCHDC the on Brush Street, "Orr Creek Commons" CDC will have 20 CDC Project Based Vouchers at their new development. We are planning on opening a waitlist for this property at the end of February.

CDC has hired a new staff member and we now have four Housing Program Specialist.

6. Announcements

None

7. Board Correspondence

None

8. Media/Information

None

9. Unfinished Business

None

10. Board Comments to Staff

Commissioner Willoughby commented on what a great job Joelle Strain did on the October 15, 2020 Board meeting minutes. Commissioner Deetz and Commissioner Mirata congratulated CDC on the Audit.

11. New Business

A. Discussion and Possible Action Regarding Adoption of Resolution #2033-21 Approving Changing Personnel Policy to Delete Section 901.3

Motion by Commissioner Willoughby and Seconded by Commissioner Brigham Approving Changing Personnel Policy to Delete Section 901.3

Ayes: Commissioner Brigham, Commissioner Deetz, Commissioner Langslet, Commissioner Mirata and Commissioner Willoughby. Noes: None. Abstained: None. Absent: None.

B. Discussion and Possible Action Regarding Election of Officers for 2021

Motion by Commissioner Mirata and Seconded by Commissioner Langslet to elect Commissioner Brigham for Chair and Commissioner Deetz for Vice-Chair

Ayes: Commissioner Brigham, Commissioner Deetz, Commissioner Langslet, Commissioner Mirata and Commissioner Willoughby. Noes: None. Abstained: None. Absent: None.

C. Discussion and Possible Action Regarding Adoption of Board Meeting and Holiday Schedule for 2021

Motion by Commissioner Langslet and Seconded by Mirata to Approve the Board Meeting and Holiday Schedule for 2021.

Ayes: Commissioner Brigham, Commissioner Deetz, Commissioner Langslet, Commissioner Mirata and Commissioner Willoughby. Noes: None. Abstained: None. Absent: None.

D. Discussion Regarding Accomplishments for 2020


Information that was given to the Board members.

12. Public Expression

13. Adjournment 2:20 P.M.


Kathy Brigham, Chairperson

ATTEST:



Todd Crabtree, Executive Director

Todd Crabtree, Executive Director