

Community Development Commission of Mendocino County
Regularly Scheduled Meeting Thursday, December 19, 2019
At 1:30 P.M.

Commissioner Deetz called the meeting to order at 1:33 P.M., December 19, 2019. The meeting was held in the Baechtel Creek Village Heather Blough Community Room at 61 Alder Court, Willits, CA 95490

1. Roll Call

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

Commissioner Members Present

Dawn Deetz
Lesli Langslet
Gary Mirata
Richard Willoughby

Commissioner Members Absent

Kathy Brigham

Others Present

None

CDC Employees

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

Members of the Public

Diane Putnam

2. Approval of November 7, 2019 minutes

Motion by Commissioner Mirata and seconded by Commissioner Willoughby to approve the November 7, 2019 Minutes.

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

3. Report of Posting Agenda

Pursuant to Government Code §54954.2, the agenda for this meeting was properly posted December 12, 2019.

4. Committee Reports

None

5. Executive Director Report and Department Reports

A. Administration

Todd Crabtree presented his report as written. Todd welcomed Baechtel Creek Village tenant Diane Putnam who has applied to be CDC's Senior Commissioner.

Todd presented a gift to Commissioner Deetz in recognition of her retirement.

B. Accounting

Lisa Pope presented her report as written. The Financial Data System (FDS) was submitted on line. The spreadsheets have been updated to be more like the FDS.

C. Development and Sustainability

Josh Killion presented his report as written with some updates.

He presented a photo of the modular homes of what is being used in Redwood Valley for the CalHome loans.

Presented "before photos" of the fire abatement at Baechtel Creek Village.

Josh presented the amended plan from the architect for the side walk project for Baechtel Creek Village.

CDC reached out to Waste Management on the Coast to provide individual garbage cans to our multifamily properties as opposed to using the large dumpsters. By changing from dumpsters to individual tenant garbage cans will save BBN a substantial amount of money.

D. Housing

Lisa Judd presented her report as written. CDC extended an offer for the Homeless Prevention Specialist position and they have accepted. SEMAP was submitted.

6. Announcements

None

7. Board Correspondence

None

8. Media/Information

None

9. Unfinished Business

None

10. Board Comments to Staff

Commissioner Deetz mentioned on how CDC has such a great staff.

11. New Business

A. Discussion and Possible Action Regarding Resolution 2021-19 Approving the Budget for Fiscal Year 2019/2020.

Lisa Pope presented an in-depth review of the Budget.

Motion by Commissioner Willoughby and Seconded by Commissioner Mirata Approving the Budget for Fiscal Year 2019/2020.

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

B. Discussion and Possible Action Regarding Resolution 2022-19 Approving the Modification of the Following Chapters to the Housing Choice Voucher Administrative Plan, which is a Supporting Document to the Public Housing Annual Plan:

III Completion of Application, Preferences, Determination of Eligibility, and Selection of Families

XXVII 2017 Mainstream Voucher Program

Motion by Commissioner Mirata and Seconded by Langslet Approving the Modification of the Following Chapters to the Housing Choice Voucher Administrative Plan, which is a Supporting Document to the Public Housing Annual Plan. II Completion of Application, Preferences, Determination of Eligibility, and Selection of Families XXVII 2017 Mainstream Voucher Program

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

C. Discussion and Possible Action Regarding Resolution 2023-19 Approving the Selection of a Section 8 Housing Choice Voucher Project Based Voucher Proposal for Orr Creek Commons.

Motion by Commissioner Willoughby and Seconded by Commissioner Langslet Approving Resolution #2023-19 Approving the Selection of a Section 8 Housing Choice Voucher Project Based Voucher Proposal for Orr Creek Commons.

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

D. Discussion and Possible Action Regarding Adoption of Board Meeting and Holiday Schedule for 2020

Motion by Commissioner Mirata and Seconded by Commissioner Langslet to Approve the Board Meeting and Holiday Schedule for 2020.

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

E. Discussion and Possible Action Regarding Election of Officers for 2020


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

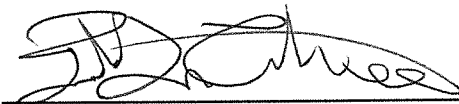
Ayes: Commissioner Deetz, Commissioner Langslet, Commissioner Mirata and Commissioner Willoughby. Noes: None. Abstained: None. Absent: Commissioner Brigham.

12. Public Expression

Diane Putnam mentioned that she is happy to meet the CDC Board of Commissioners.

13. Adjournment 2:42 P.M.


Dawn Deetz, Chair

ATTEST: 
Todd Crabtree, Executive Director



Persons requiring an accommodation due to a disability may request such an accommodation at any time during this process.

