

Building Better Neighborhoods, Inc.
Minutes of
December 13, 2018 Special Meeting

Dawn Deetz called the meeting to order at 2:16 P.M. on December 13, 2018, at the Community Development Commission Conference Room, 1076 N. State St., Ukiah, CA 95482

BBN meeting opened and immediately went into closed session at 2:16 P.M.

Closed BBN meeting at 2:17 P.M.

Came out of closed session at 2:48 P.M.

1. Roll Call

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

Director Members Present:

Dawn Deetz
Gary Mirata
Jeffrey Warner
Richard Willoughby

Director Members Absent:

Kathy Brigham

BBN Officers:

None

Others Present

None

CDC Employees:

Heather Blough- Housing Manager
Todd Crabtree- Executive Director
Michelle Fox- Leasing and Property Specialist
Josh Killion- Sustainability and Energy Efficiency Specialist
Lisa Pope- Controller

Members of the Public:

None

2. Report of Posting Agenda:

Pursuant to Government Code §54954.2, the agenda for this meeting was properly posted December 7, 2018.

3. Minutes

Approval of the September 20, 2018 Minutes

Motion by Director Mirata and Seconded by Director Warner to approve the September 20, 2018 Minutes.

Ayes: Director Deetz, Director Mirata, Director Warner and Director Willoughby.
Noes: None. Abstained: None. Absent: Director Brigham.

4. Executive Director's Report

None

5. Announcements

None

6. Board Correspondence

None

7. Media/Information

None

8. Unfinished Business

None

9. New Business

A. Discussion and Possible Action Resolution #39-18 Allowing the Executive Director and Controller of Community Development Commission of Mendocino County to Write Off Uncollectable Debts

Correction write off amount. Write off \$8,071.17.

Motion by Director Mirata and Seconded by Director Willoughby to Approve Resolution #39-18 with Correction Write Off of \$8,071.17, Allowing the Executive Director and Controller of Community Development Commission of Mendocino County to Write Off Uncollectable Debts.

Ayes: Director Deetz, Director Mirata, Director Warner and Director Willoughby.
Noes: None. Abstained: None. Absent: Director Brigham

B. Discussion and Possible Action Resolution #40-18 Approving the Attached Budget for Fiscal Year 2018/2019

Motion by Director Warner and Seconded by Director Mirata to Approve Resolution #40-18 Approving the Attached Budget for Fiscal Year 2018/2019.

Ayes: Director Deetz, Director Mirata, Director Warner and Director Willoughby.
Noes: None. Abstained: None. Absent: Director Brigham.

C. Discussion and Possible Action Resolution #41-18 Authorizing BBN to Enter into Promissory Notes with CDC (Add on Action Item)

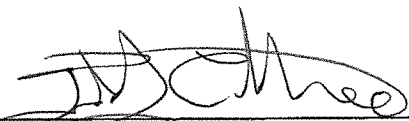
Motion by Director Willoughby and Seconded by Director Warner to Approve Resolution #41-18 Authorizing BBN to Enter into Promissory Notes with CDC.

Ayes: Director Deetz, Director Mirata, Director Warner and Director Willoughby.
Noes: None. Abstained: None. Absent: Director Brigham.

10. Public Expression
None

11. Adjournment at 3:00 PM


Dawn Deetz, Chair

ATTEST: 
Todd Crabtree, Executive Director

