



Community Development Commission of Mendocino County
Regularly Scheduled Thursday, November 7, 2019
At 1:30 P.M.

Commission Deetz called the meeting to order at 1:35 P.M., November 7, 2019. 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

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

None

2. Approval of July 11, 2019 and October 3, 2019 minutes

Motion by Commissioner Willoughby and Seconded by Commissioner Mirata to approve the July 11, 2019 and October 3, 2019 Minutes.

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

3. Report of Posting Agenda

Pursuant to Government Code §54954.2, the agenda for this meeting was properly posted October 31, 2019.



4. Committee Reports

None

5. Executive Director Report and Department Reports

A. Administration

Todd Crabtree presented his report as written. Todd welcomed new Commissioner Lesli Langslet. He mentioned that CDC will have another new Commissioner who is a Baechtel Creek Village resident.

Todd updated the Board on what CDC staff did at Baechtel Creek Village while power was out. CDC supplied 2 generators for residents to charge their phones and medical equipment. CDC received many food donations from local merchants and served food to the residents.

Todd met with the Architect and Contractors at Walnut Creek Apartments.

B. Accounting

Lisa Pope presented her report as written. The budget will be presented at the December Board Meeting. Year end unaudited financials are due November 30, 2019.

C. Development and Sustainability

Josh Killion presented his report as written. As of today NCO finished two homes for the CalHome Wildfires Owner Occupied Rehabilitation Program. Maintenance finished fire abatement at Baechtel Creek Village.

D. Housing

Lisa Judd presented her report as written. Starting recruitment for the Coordinated Entry Specialist and Homeless Prevention Specialist positions. All Mainstream Vouchers have been leased.

6. Announcements

None

7. Board Correspondence

None

8. Media/Information

None

9. Unfinished Business

None

10. Board Comments to Staff

Commissioner Deetz commended CDC staff for what they did during the power outage at Baechtel Creek Village.



11. New Business

A. Discussion and Possible Action Regarding Resolution #2018-19 Authorizing the Executive Director to Electronically Submit the Section Eight Management Assessment Program (SEMAP) Certification for FYE 09/30/2019

CDC was assessed to be Standard Performers.

Motion by Commissioner Willoughby and Seconded by Commissioner Mirata Authorizing the Executive Director to Electronically Submit the Section Eight Management Assessment Program (SEMAP) Certification for FYE 09/30/2019.

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

B. Discussion and Possible Action Regarding Resolution #2019-19 Adopting the Salary Schedule Effective November 7, 2019

Revising the title of the Homeless Prevention and Housing Stabilization Specialist to Homeless Prevention Specialist.

Motion by Commissioner Mirata and Seconded by Willoughby Adopting the Salary Schedule Effective November 7, 2019.

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

C. Discussion and Possible Action Regarding Adoption of Resolution #2020-19 Approving 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

XXI Project Based Voucher Program

XXVII 2017 Mainstream Voucher Program

XXVIII Family Unification Program (FUP)



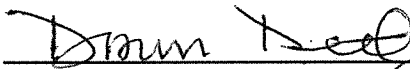
Motion by Commissioner Mirata and Seconded by Commissioner Willoughby Adopting Resolution #2020-19 Approving Modification of the Chapters III, XXI, XXVII, XXVIII to the Housing Choice Voucher Administrative Plan.

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

12. Public Expression

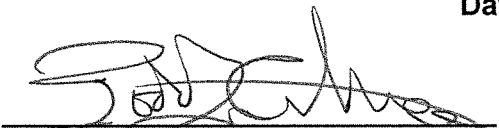
None

13. Adjournment 2:29 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.

