

**Community Development Commission of Mendocino County**  
**Regularly Scheduled Meeting Thursday, December 19, 2024**  
**At 1:30 P.M.**

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Commissioner Langslet called the meeting to order at 1:33 P.M., December 19, 2024 at the Baechtel Creek Village Heather Blough Community room, 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  
Curtis Dightman  
Lesli Langslet  
Gary Mirata

**Commissioner Members Absent**

Richard Willoughby

**Others Present**

None

**CDC Employees**

Todd Crabtree – Executive Director  
Josh Killion – Asset and Development Coordinator  
Wendy McIntire – Controller  
Joelle Strain – Office Representative I

**CDC Employees Absent**

Teresa DeSimone – Deputy Director

**Members of the Public**

Mario Alvarez

**2. Approval of November 7, 2024 Minutes**

Motion by Commissioner Deetz and Seconded by Commissioner Mirata to Approve the November 7, 2024 Minutes.

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

**3. Report of Posting Agenda**

Pursuant to Government Code §54954.2, the agenda for this meeting was properly posted December 12, 2024.

**4. Committee Reports (Standing Committees)**

None

**5. Executive Director Report and Department Reports**

**A. Administration**

Presented as written.

**B. Accounting**

Presented as written.

**C. Development and Sustainability**

Presented as written.

**D. Housing Programs**

Teresa DeSimone was not present at this Board Meeting. Director Todd Crabtree did discuss the notifications CDC received by HUD emphasizing the critical need for careful planning and management of our Housing Choice Voucher (HCV) and Mainstream Voucher programs for Calendar Year 2025.

**6. Announcements**

None

**7. Board Correspondence**

None

**8. Media/Information**

None

**9. Unfinished Business**

None

**10. New Business**

**A. Discussion and Possible Action Regarding Resolution #2108-24 modification of:**

**Chapter XIII. Veterans Affairs Supportive Housing Program (VASH)**

**to the Housing Choice Voucher Administrative Plan, which is a supporting document to the Public Housing Annual Plan.**

Motion by Commissioner Dightman and Seconded by Commissioner Deetz modification of Chapter XIII. Veterans Affairs Supportive Housing Program (VASH)

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

**B. Discussion and Possible Action Regarding Adoption of Resolution #2109-24 Approving Changes to the Personnel Policy.**

Motion by Commissioner Mirata and Seconded by Commissioner Deetz Approving Changes to the Personnel Policy.

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

**C. Discussion and Possible Action Regarding Resolution #2110-24 Authorizing CDC to enter into a Loan with BBN for CalPERS**

Motion by Commissioner Mirata and Seconded by Commissioner Deetz Authorizing CDC to enter into a Loan with BBN for CalPERS

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

**D. Discussion and Possible Action Regarding Adoption of Board Meeting and Holiday Schedule for 2025.**

Motion by Commissioner Deetz and Seconded by Commissioner Mirata Regarding Adoption of Board Meeting and Holiday Schedule for 2025.

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

**E. Discussion and Possible Action Regarding Election of Officers for 2025**

Motion by Commissioner Deetz and Seconded by Commissioner Mirata Regarding Election of Officers for 2025.

**Chairperson** – Commissioner Leslie Langslet  
**Vice Chairperson** – Commissioner Dawn Deetz

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

**F. Discussion and Possible Action Regarding Committee Assignments and Composition.**

Motion by Commissioner Deetz and Seconded by Commissioner Mirata Regarding Committee Assignments and Composition.

**Budget/Audit Committee** – Commissioner Willoughby and Commissioner Mirata.  
**Executive Committee** – Commissioner Langslet and Commissioner Deetz.


**Development and Loan Committee** – Commissioner Deetz and  
Commissioner Dightman  
**Orientation and Welcome Committee** – Commissioner Langslet and  
Commissioner Mirata.


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

**Commissioner Deetz made a motion to close the CDC Board meeting Motion  
Seconded by Commissioner Dightman.**

**11. Public Expression**  
None

**12. Adjournment 2:09 p.m.**

  
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Lesli Langslet, Chairperson

ATTEST:   
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Todd Crabtree, Executive Director