



**COMMUNITY DEVELOPMENT COMMISSION
OF MENDOCINO COUNTY**

**Scheduled Meeting Agenda
for July 6, 2023 at 1:30 p.m.**

CDC Conference Room
1076 N State St.
Ukiah, CA 95482

1. **Roll Call**
2. **Approval of May 25, 2023 CDC Minutes** (Attached) - Pages 4-7
3. **Report of Posting Agenda:** Pursuant to Government Code §54954.2, the Agenda for this meeting was properly posted on June 29, 2023.
4. **Committee Reports** (Standing Committees)
 - A. Orientation/Welcome Committee
 - B. Executive Committee
 - C. Budget/Audit Committee
 - D. Development and Loan Committee
5. **Executive Director Report and Department Reports**
 - A. **Administration - 10 Minutes** (Attached) - Pages 8-9
 1. Executive Director's Report
 - B. **Accounting - 10 Minutes** (Attached) - Pages 10-30
 1. Controllers Report
 2. BBN Budget Report
 3. CDC Budget Report
 - C. **Housing Assets - 10 Minutes** (Attached) - Pages 31-33
 1. Housing Assets Report
 2. Work Order Analysis by Completion Month Report
 - D. **Housing Programs- 15 Minutes** (Attached) - Pages 34-36
 1. Housing Programs Report

6. **Announcements**
None
7. **Board Correspondence**
None
8. **Media/Information**
None
9. **Unfinished Business**
 - A. **Discussion and Possible Action Regarding Resolution #2081-23 Modification of:
CHAPTER VII. ONGOING PROGRAM PARTICIPATION
to the Permanent Supportive Housing Program Policies and Procedures Manual.**
10. **New Business - 15 Minutes**
 - A. **TIMED ITEM Public Hearing, Discussion and Possible Adoption of Resolution #2082-23 Approving PHA Certifications of Compliance with Annual Plans and Related Regulations: Board Resolution to Accompany the Annual PHA Plan**
Pages 37-51
 - B. **Discussion and Possible Action Regarding Resolution 2083-23 reallocation of 12 HUD-VASH vouchers to the Housing Authority of Marin. - Pages 52-55**
 - C. **Discussion and Possible Action Regarding Resolution #2084-23 Authorizing Changes to Users Having Access to LAIF and Bank Accounts - Pages 56-57**
 - D. **Discussion and Possible Action Regarding Resolution #2085-23 Approving the Salary Schedule Effective July 6, 2023 - Pages 58-60**
 - E. **Discussion and Possible Action Regarding Resolution #2086-23 Adopting the Corporate Credit Card Policy - Pages 61-62**
11. **Public Expression**
12. **Adjournment**

PUBLIC EXPRESSION

The Commission welcomes participation in the meeting. Comments shall be limited so that everyone may be heard. This item is limited to matters under the jurisdiction of the Commission which are not on the posted agenda and items which have not already been considered by the Commission. The Commission limits testimony on matters not on the agenda to three minutes per person and not more than 10 minutes for a particular subject. No action will be taken. Individuals wishing to address the Commission under Public Expression are welcome to do so throughout the meeting day. To best

facilitate these items, please notify either the Chair of the Board, or a Commissioner.

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE

The Commission complies with ADA requirements and upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternative formats (pursuant to Government Code Section 54953.2). Anyone requiring reasonable accommodation to participate in the meeting should contact the Office Representative I by calling (707) 463-5462 x 121 at least five business days prior to the meeting.

ADDITIONS TO AGENDA

The Brown Act identifies the following three situations in which a body is permitted to take action on a matter not on the posted agenda:

- (1) Pursuant to Section 54954.2(b) (2) the body may discuss a non-agenda item when the body determines that the matter in question constitutes an emergency pursuant to Section 54956.5.

- (2) Pursuant to Section 54954.2(b) (2) the body may discuss a non-agenda item when the body determines (by 2/3 of the total body, or by unanimous vote if less than 2/3 present) that there is a need for immediate action which cannot reasonably wait for the next regularly scheduled meeting. However, the need for immediate action must have come to the attention of the body after the agenda had already been posted. This determination must be made by two-thirds of the total body or by unanimous vote if less than 2/3 are present.

- 3) Pursuant to Section 54954.2(b)(3) when an item has been posted on an agenda for a prior meeting, the item may be continued to a subsequent meeting which is held within five days of the meeting for which the item was properly posted. Under these circumstances, the item need not be posted for the subsequent meeting.



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

