MINUTES
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
REUSE COMMITTEE

Wednesday, May 24, 2017

Present:
Keith Corum, Board of Supervisor
Christine Zoppi, HHS
Sendy Ibanez, Assessor/Recorder
Randy Roce, HHS
Ed Lamb, DOF
Jody Samons, HHS

Di Aulabaugh, PPWA
Matt Gomes, PPWA
Joe Bettencourt, PPWA
Jolene Swanson, PPWA
Tina Brothers, PPWA

CALL TO ORDER: Christine Zoppi, Health & Human Services Agency (HHS) called the meeting to order at 9:00 a.m. after confirming a quorum.

1. Unscheduled Items – Members of the Public to Address the Committee
None heard.

2. Notice and Posting of Meeting
Proceedings: Mrs. Swanson reported the meeting notice was posted on Thursday, May 18, 2017

3. Minutes
Matter: Approve Minutes of March 22, 2017
Documents: Minutes of March 22, 2017
Proceedings: Mrs. Zoppi asked members if they had any comments or corrections to the minutes. Hearing none, Mrs. Zoppi asked for motion.
Motion/Second: Member Lamb / Member Corum
Order: Approve Minutes of March 22, 2017
Vote: Unanimous

4. Review, Discussion and Possible Action Regarding CDBG Funding and Matching CDBG Re-Use Funds
Matter a: REVIEW OF CDBG REVOLVING LOAN FUNDS (RLF)
Documents: None
Proceedings: No updates.

Matter b: STATUS/UPDATE ON OPEN GRANT ACTIVITIES
Documents: Handouts: CDBG Summary Sheet
Proceedings: - Micro Enterprise Technical Assistance – Jody Samons reported Yassi had a meeting with a new business but concerned they didn’t have a lot of needs. One hemp grower interested but hesitant taking out loans. Spoke with HCD afterward and they actually said no on working with the hemp growers.
- Business Assistance Revolving Loan Funds – Di Aulabaugh inquired on the ratio. Ms. Samons replied one employee for every $35k.
- Hamilton City Community Facility Feasibility Study – Joe Bettencourt reported continuing work on special conditions, need to be cleared. Prevailing wage assessment rolls needed before any RFPs can go out. Ms. Aulabaugh added that preliminary work is done by Engineering, adding, we are able to do a lot in house. Next step is to see if grant is realistic. Mr. Bettencourt commented that adjustments can be made within special conditions. Christine Zoppi inquired on construction time. Matt Gomes replied the summer of 2018 realistically.
Randy Royce presented handouts of funding summaries and reviewed with committee and staff adding that he is working with Connie from the State. Ms. Zoppi commented CDBG has gone through problems with the Feds and now we are seeing it in our housing projects.

**- Hamilton City Drainage Improvements** – Mr. Gomes reported completion on 2nd and 4th Streets. On target for end of year.

**Matter c:** 2017 CDBG NOFA  
**Documents:** Handout: Map of Eligible Jurisdictions  
**Proceedings:** Christine Zoppi reported Priority List Findings. Mr. Bettencourt handed out map of eligible jurisdictions noting that overlapping jurisdictions require income study. He shared that West side of Willows presents good numbers which, includes apartment buildings but, an income study would set us back. Ms. Aulabaugh inquired as to which from priority list is planned for 2017/18. Mr. Bettencourt responded Hamilton City is the only one that completely qualifies. Members and staff held further discussion.

Motion/Second: Ed Lamb / Matt Gomes  
**Order:** Give staff direction and latitude to move forward with 2017 application.  
**Vote:** Unanimous

**Matter d:** FIVE YEAR PLAN  
**Documents:** None  
**Proceedings:** Ms. Zoppi commented a decision needs to be made which items are worth performing an income study. Members and staff held discussion.

**New Priority List**  
Elk Creek Fire Hall  
NE Willows Drainage  
Westside Domestic Violence Shelter *(Health & Safety)*  
Housing*  
*Housing for adults w/disabilities *(PTA - Health & Safety)*)  
*Aging & disabled needs countywide *(PTA)*  
*Low income housing  
*Housing density scattered site (second dwelling)  
*Micro housing study

**Defaults**  
Hamilton City storm drainage  
Boys & Girls club

5. **Call for Future Agenda Items**  
None

6. **Next Scheduled Meeting**  
**July 26, 2017 at 9:00 a.m.**  
Board of Supervisors Conference Room,  
Willows Memorial Hall  
525 W. Sycamore Street, Willows, CA

Meeting adjourned at 9:58 a.m.

~ Respectfully prepared and submitted by Jolene Swanson, PPWA ~