

**MINUTES
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
REUSE COMMITTEE**

Wednesday, January 25, 2017

Present:

Vince Minto, Board of Supervisor	Jody Samons, HHSA
Bill Wathen, HHSA	Joe Bettencourt, PPWA
Chip Meriam, Interim Assessor/Recorder	Jolene Swanson, PPWA
Ed Lamb, DOF	
Matt Gomes, PPWA	

CALL TO ORDER: Bill Wathen, Health & Human Services Agency (HHSA) called the meeting to order at 9:01 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, January 19, 2017

3. Minutes

Matter: Approve Minutes of November 16, 2016

Documents: Minutes of November 16, 2016

Proceedings: Mr. Wathen asked members if they had any comments or corrections to the minutes.
Hearing none, Mr. Wathen asked for motion.

Motion/Second: Member Gomes / Member Lamb

Order: Approve Minutes of November 16, 2016

Vote: Unanimous

Vince Minto joined the meeting at 9:03 a.m.

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: Bill Wathen reported fund balances of #280 (Business Assistance) - \$24,223, #242 (Housing Rehabilitation) - \$404,447, #342 (No Strings) - \$102,891 as of 12/31/2016.
Mr. Wathen shared the purpose of these funds adding that fund #280 is low due to bankruptcy.

Matter b: Status/Update on open Grant Activities

Documents: None

Proceedings: - **Micro Enterprise Technical Assistance** – Jody Samons reported currently only one to two participants, need eighteen by year end. Ms. Samons added Yassi is working on exposure and inquired if any of the funds could be used for technical assistance. Mr. Wathen and Joe Bettencourt replied this is a possibility.
- **Business Assistance Revolving Loan Funds** – No updates.
- **Hamilton City Community Facility Feasibility Study** – No updates.
- **Hamilton City Drainage Improvements** – Mr. Bettencourt reported balance of \$39,205 as of December 31, 2016, adding we have until June 30, 2017 to use.

Matter c: 2016 CDBG NOFA

Documents: None

Proceedings: Mr. Wathen reported no funding to spend down. Mr. Bettencourt shared filing an extension allowed us to apply again. Mr. Wathen suggested looking at a five year plan next meeting. Matt Gomes suggested a feasibility income study and working on drainage for Northeast Willows and or Butte City be items on the five year plan. Mr. Wathen added community action study may be an idea also.

5. **Call for Future Agenda Items**

Five Year Plan discussion, Income Study Update.

6. **Next Scheduled Meeting**

March 22, 2017 at 9:00 a.m.

Board of Supervisors Conference Room,
Willows Memorial Hall
525 W. Sycamore Street, Willows, CA

Meeting adjourned at 9:34 a.m.

~ Respectfully prepared and submitted by Jolene Swanson, PPWA ~