



HOUSING & COMMUNITY DEVELOPMENT COMMITTEE MINUTES

Wednesday, June 29, 2022

1. Christine Zoppi, Chairperson of the Committee called the meeting to order at 1:35 p.m.

2. **ROLL CALL**

In accordance with the Glenn County Housing and Community Development Committee bylaws a simple majority of its seven members must be present to conduct committee business.

Members Present:

Sendy Perez, Assessor

Humberto Medina, Director of Finance

Christine Zoppi, HHSA Director

Mardy Thomas, PCDSA Director

Donald Rust, Public Works Director

Scott De Moss, CAO

Paul Barr, Board of Supervisors

Members Absent: Keith Corum, Board of Supervisors

Also Present:

Joe Bettencourt, General Services

Janelle Kelly, HHSA Staff

Bill Wathen, HHSA Staff

Rachel DeMaagd, Deputy Clerk

3. **PUBLIC COMMENT**

Matter: Receive comments from the audience, staff and committee members. Unless the matter qualifies for an exemption under the provisions of Government Code Section 54954.2(b), action or committee discussion cannot be taken on "Unscheduled Matters". (Ralph M. Brown Act)

Proceedings: No Comments were heard.

4. **COMMUNITY DEVELOPMENT BLOCK GRANT OPEN GRANT STATUS REPORTS**

Proceedings: a. Christine Zoppi stated HHSA had an open grant that they were working on with General Services in regards to the remodel of the Juvenile Hall facility, whereby Joe Bettencourt stated General Services had met with the engineer to do a site review, and would have a conceptual design soon in order to have a more accurate cost assessment;
b. Mardy Thomas stated the first reimbursement for the CV-1 through CV-3 small business assistance grants had been received that week, and recommended some form of outreach to get the word out to the public that there were funds still available through these grants, whereby Scott De Moss stated non-profit small businesses were also able to apply for these grants as well;
c. Humberto Medina asked if religious non-profits were also able to apply for these grants, whereby Mr. De Moss stated any non-profit with a 501(c)3 could apply.

5. **COMMUNITY DEVELOPMENT BLOCK GRANT REUSE REPORT**

Proceedings: a. Bill Wathen provided an up-to-date re-use report that showed payment on housing loans over the past several years;
b. Christine Zoppi explained that there were several policy options related to collection of fees should accounts default, whereby Mr. Wathen added that HHSA was moving to fully deferred payments to avoid loan collection administration.



6. **BUSINESS ITEMS**

Review, discuss and take possible action on the following business items:

Matter a: **2022 COMMUNITY DEVELOPMENT BLOCK GRANT / PROJECT APPLICATION PROPOSALS**

Approve the County's projects for the 2022 Community Development Block Grant (CDBG) application.

Documents: [CDBG PTA Parking Lot Outline](#)

Proceedings: a. Joe Bettencourt explained the first project that was listed was to redo the parking lots and sidewalks for the Juvenile Hall facility and the County Public Health / Behavioral Health building, clarified that although General Services was working with an engineering company, no construction would take place, and the department planned on applying for the full grant amount;
b. Janelle Kelly explained the second project that was listed was regarding rental assistance, however the deadline to apply for this grant was pushed out to August 16, 2022;
c. Mr. Bettencourt explained that the third project that was listed was regarding economic development, and the plan was to open a new business assistance program at the current Glenn Grows location that would be focused on helping small businesses apply for grants;
d. On motion of Scott De Moss, seconded by Humberto Medina, it was unanimously ordered to approve the aforesaid matter.

Matter b: **2022 COMMUNITY DEVELOPMENT BLOCK GRANT / PROGRAM INCOME PROJECT APPLICATION PROPOSAL**

1. Approve the Community Action Department's project for the 2022 Community Development Block Grant (CDBG) Program Income application. This project requests CDBG program income funding to implement an Owner-Occupied Rehabilitation Program.

2. Approve the Community Action Department's Owner-Occupied Rehabilitation Program Guidelines.

3. Approve the Community Action Department's drafted sub-recipient Agreement with Habitat for Humanity. Execution of the sub-recipient agreement is contingent on successful award of the application and is subject to approval of the Glenn County Board of Supervisors.

Documents: [Glenn Activity Delivery Budget](#)
[Glenn County Owner-Occupied Housing Rehabilitation Guidelines](#)
[Draft Subrecipient Agreement Glenn County](#)

Proceedings: a. Janelle Kelly stated HHSa had kept funds in a revolving loan fund, however California Department of Housing and Community Development wanted those funds to go toward some kind of program. Ms. Kelly also stated that as of 11:00 a.m. on June 29, 2022, the Community Development Block Grant PI-application for seven hundred twelve thousand dollars had been completed, explained what these funds would be used for if awarded, and further stated the application would be sent to Scott De Moss and Christine Zoppi for signature as the deadline for the grant application was June 30, 2022 at 5:00 p.m.;
b. On motion of Mardy Thomas, seconded by Don Rust, it was unanimously ordered to approve the aforesaid matter.



7. LEGISLATION

Matter: Reports from committee members and staff regarding new, revised and/or upcoming State and Federal Policy and grant opportunities, as well as future legislative items.

Proceedings: a. Janelle Kelly stated U.S. Housing and Urban Development released a large amount of funds for rural areas that would be available in October in regards to homelessness and housing issues;
b. Mardy Thomas stated there was an organization looking into redeveloping an abandoned building that had burnt down in Hamilton City in an area that had been zoned for multi-family housing, whereby Ms. Kelly stated there would likely be funds available for building rehabilitation and remodeling to accommodate multi-family housing;
c. The Commission discussed opportunities where the County could make information available for developers and other organizations to apply for funding for these types of projects.

8. DEPARTMENT REPORTS

Matter: The following items are informational and do not require formal action.

Proceedings: a. Christine Zoppi stated CAD and HHSA were working with a Housing Tools Consultant to host public educational meetings this coming fall regarding supportive and affordable housing, the Habitat for Humanity project should begin construction after the Fourth of July weekend, and there were Permanent Local Housing Allocation funds available that the County could apply for on behalf of the City jurisdictions, however there were very broad requirements with what could be done with the funds;
b. Mardy Thomas asked if there was Community Development Block Grant funding available for the upcoming drainage project to be completed on Green Street, whereby Joe Bettencourt stated there were usually funds available, however no new funding opportunities for public works infrastructure were opened up for the year, however the project would qualify for additional funding if Americans with Disabilities Act improvements were going to be made, such as adding a sidewalk or reducing the curve in a road;
c. Don Rust stated Public Works had worked with Scott De Moss to find a grant writer through Rural County Representatives of California, and planned on having them help staff write multiple grants in the near future;
d. Mardy Thomas discussed the potential for creating a transit station or transit hub near the new Butte College building in Orland;
e. Don Rust stated the Low-Income Energy Housing Assistance Program grant had been approved, and would be transferring the responsibility to Mardy Thomas to bring the item to the Board of Supervisors for consideration at an upcoming meeting;
f. Janelle Kelly stated California Department of Social Services had a lot of unconventional funding partners and funding available regarding housing.

9. FUTURE AGENDA ITEMS

Matter: Suggestions from Committee Members relative to potential topics for future Board meetings.

Proceedings: Christine Zoppi requested future agenda items that included an update on the Housing Element, an explanation of the application process for Community Development Block Grants, and an explanation of how the County picked good developers to work with, and what went into the selection process.

9. NEXT MEETING

In accordance with Committee bylaws the next regular meeting is scheduled on Thursday, July 28, 2022.

10. The Chair adjourned the meeting at 2:29 p.m.