



## COMMUNITY DEVELOPMENT DIVISION

### Community Development Board Meeting Minutes

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#### Regular Meeting of the Community Development Board

February 1, 2016

**Board Members Present:** Patt Leikam, Michele Zahn, Fred Button, Katrina Kruger, Becky Bey, James Corson

**Staff Present:** Candi Millar, Brenda Beckett, Dina Harmon

**Board Members Excused:** Kathleen Candelaria, Bret Rutherford

**Welcome / Introductions / Announcements:** The Community Development Board met at its regular monthly meeting located in the 6<sup>th</sup> Floor Conference Room, Miller Building, 2825 3<sup>rd</sup> Avenue North, Billings, Montana. Chair, Patt Leikam, called the meeting to order at 3:00pm. Board Member Jim Corson reminded the Board that the incoming VISTA class had arrived in Billings after being sworn in the prior week, and was going through some On-Site Orientation.

**Public Comment:** No public comments.

**Meeting Minutes:** One correction to the January meeting minutes was suggested prior to the start of the meeting. A motion to approve the amended minutes was seconded and carried.

#### Staff Reports:

- **First Time Home Buyer Program:** Staff reported that both HOME funds and CDBG funds have been committed or expended. Additionally, City Council funds have been received and will be available to assist about 13 households. Staff reported receiving a Community Housing Development Organization (CHDO) application and are expecting an affordable housing application from NeighborWorks Montana. Marketing on the Chamberlain property has begun in efforts to get a buyer.
- **Foreclosure Acquisition / Housing Rehab Program:** Staff reported that there are still six housing rehabilitation projects currently taking place and one manufactured home being worked on. Funding for both programs are below what would be necessary to help another property. Utilities and maintenance on the Custer and other foreclosed properties are where the remaining funds are to be expended. Staff has begun the closeout process for the Neighborhood Stabilization Program (NSP) grant.
- **VISTA:** Staff explained the funding that VISTA members receive through federal grants, like community building training, etc.

**Preliminary Budget Review:** Staff reported that HUD was to release the budget figures by the middle of February, so the budget allocations were based on the prior year's budget. CD Staff reported on predicted available funds and the potential that some of their sources may be cut over the next few years as a result of the growth of competitive grants. CD Staff reported the desire to find another foreclosure property for the upcoming fiscal year. The Manufactured Home Repair Program's sustainability was discussed by the CD Board on account of lack of interest and involvement.

**Task Force Presentations:** Several Task Forces contacted CD Staff, who planned to split the presentations among themselves, and invited the members of the Board to attend. A process for Task Force feedback was discussed, as well as the direction and scope of program presentation detail.

**Neighborhood Concerns and Happenings:** Board member Michele Zahn reminded the Board that Phillips 66 will be bringing in many workers for a project that will take place in the South Side neighborhood, which may cause congestion for the next few years. Fred Button announced that Habitat for Humanity's 73<sup>rd</sup> home dedication that was originally scheduled for January will now take place Thursday, February 4<sup>th</sup>.

**January Meeting:** Patt Leikam adjourned the meeting and reminded the room that next meeting is set for March 1<sup>st</sup>.