



## COMMUNITY DEVELOPMENT DIVISION

### Community Development Board Meeting Minutes

2825 3<sup>rd</sup> Avenue North, Billings, MT 59101 Phone: 406.657.8281 Fax: 406.294.7595 Relay: 711 [www.ci.billings.mt.us/ComDev](http://www.ci.billings.mt.us/ComDev)

#### Regular Meeting of the Community Development Board

May 2, 2017

**Board Members Present:** Jim Corson, Rebecca Noell, Joe Stockburger, Patt Leikam, Katrina Kruger, Kathleen Candelaria, Bret Rutherford

**Staff Present:** Brenda Beckett, Sandra Lopez, Wyeth Friday

**Board Members Excused:** Becky Bey, Laura Gittings-Carlson

**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. Board Vice Chair, Jim Corson, called the meeting to order at 3:00pm.

**Public Comment:** No public comment was offered.

**Meeting Minutes:** Board member Katrina Kruger moved to approve the April meeting minutes and Patt Leikam seconded the motion. A vote was taken and the minutes were approved unanimously.

#### Staff Reports:

- **Foreclosure Acquisition / Housing Rehabilitation Program:** Staff reported that they won the bid on the 244 Terry and have completed the structural engineers report, the home inspection report and radon test results. Requests for contractor bids will be sent out once the final tests have been completed. No new Manufactured Home Repair Program applications were received in April, however, two applicants are currently seeking bids for their repair work. Three Housing Rehabilitation applications were received in April, eight homeowners are currently in the process of acquiring bids, and funding is available to assist about five more homeowners. Calls continue to come in from the utility bill inserts that were mailed in March. Staff also reported that four new recruitment ads for contractors will appear in Tidbits and two contractors responded to the postcards that were left on the Building Division front counter, which were placed there upon Board member Joe Stockburger's recommendation.
- **First Time Home Buyer Program:** Staff reported having a very busy month with the FTHB program, with HOME funds nearly entirely expended. Funding is available to assist an estimated 18 households using CDBG funds, and 13 households using City Council funds. Program income that was made available last month has already been expended.
- **VISTA:** Recruitment for Summer Associates and the upcoming July year-term VISTA members is picking up, as Staff has completed Assignment Descriptions and have now moved on to advertising positions and interviewing potential candidates.

**Annual Action Plan Final Review:** Staff shared a presentation that had been shared with City Council on the Annual Action Plan. *See attached.* Patt Leikam made a motion to adopt the Annual Action plan for FY17-18, and Bret Rutherford seconded. Jim Corson took a voice vote and the board approved and adopted the Annual Action plan, with the presumed allocation of funds to the division.

**Review Allocation Process:** After a brief discussion on the Task Force Presentations and priorities, no further feedback for the allocation process was offered.

**June / July Meetings:** The Board discussed the responsibilities and duties required for the next two meetings. Patt Leikam made a motion not to meet until August, unless a special session became necessary. Rebecca Noell seconded the motion and after a voice vote, the motion carried.

**Neighborhood Concerns and Happenings:** Bret Rutherford reminded the Board that election ballots were due by 8pm that day for the school elections and they could be dropped off.

**Next Meeting:** Jim Corson adjourned the meeting and set the next for August 1<sup>st</sup>, 2017.

# City of Billings

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COMMUNITY DEVELOPMENT DIVISION

FIVE YEAR CONSOLIDATED PLAN & ONE YEAR ACTION PLAN

# Funding Sources

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## Community Development Block Grant (CDBG)

- Since the 1970s
- Estimated **\$580,000** to allocate in FY17-18

## HOME Investment Partnerships (HOME)

- Since the 1990s
- Estimated **\$295,000** to allocate in FY17-18

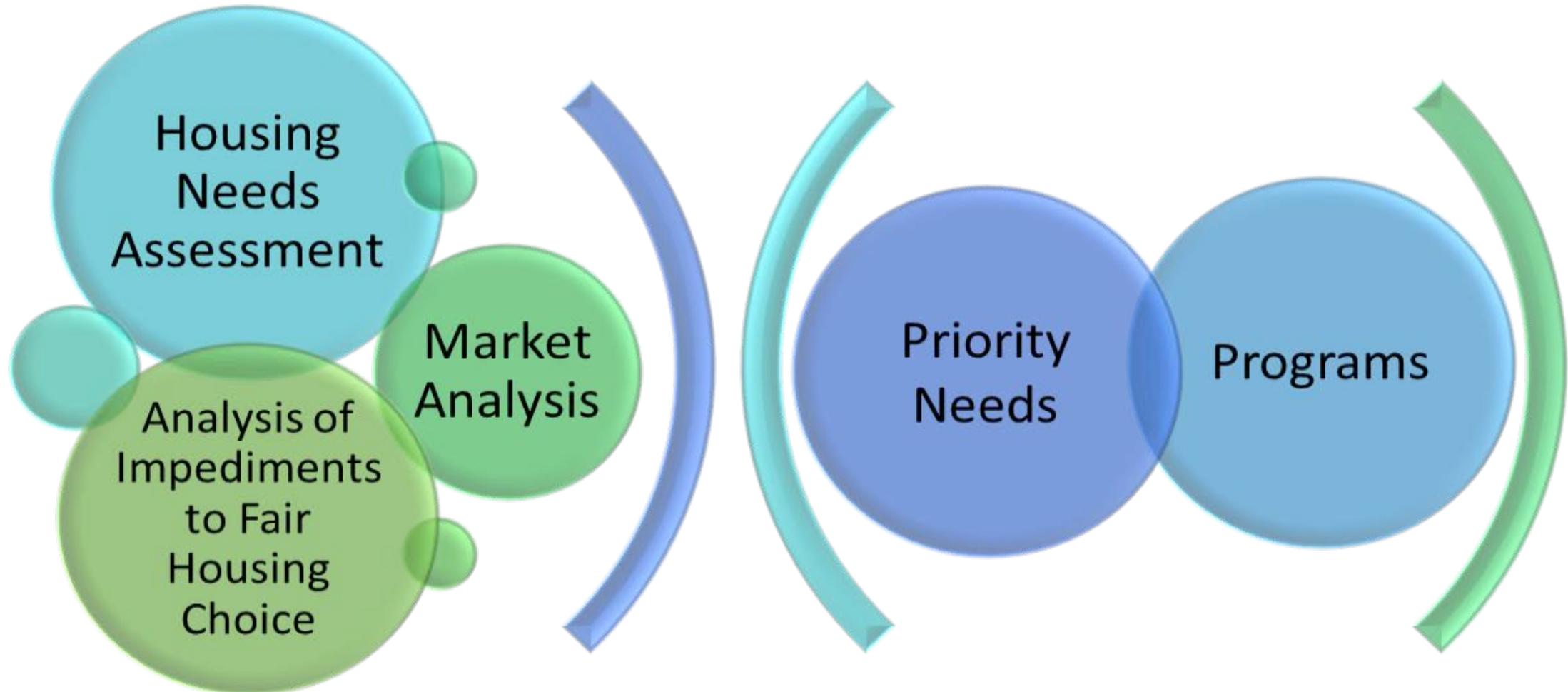
All funds support low income households

Total household income for a family of four < **\$53,900**

# Consolidated Plan

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Data Studies = Key Findings = Priority Needs = City Programs



## Key Findings

## Needs & Goals

## Programs

Housing Cost Burden

Smaller Units

Minority Concentrations

Homeless & Poverty Needs

Housing Preservation

New Housing Opportunity

Housing Choice

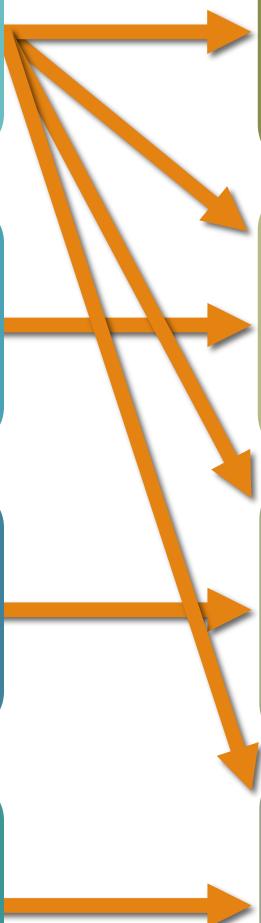
Poverty Impact

- Housing Rehabilitation
- Foreclosure Acquisition / Rehab

- First Time Home Buyer
- Affordable Housing Development

- Citywide Programs

- Billings Metro VISTA Project



# Home Buyer & Repair Programs

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- Loan programs, no forgiveness feature
- Zero percent interest / no payments, until property transfers title
- In FY15-16: Leveraged \$7.2 million

## Buyer

- \$10,000 to \$15,000
- Average purchase price:
  - FY15-16 \$148,000
  - FY16-17 \$154,000

## Repair

- Up to \$25,000
- Own / occupy for >1 year
- Home must be >25 years old
- Safety and systems first

# Foreclosure Program

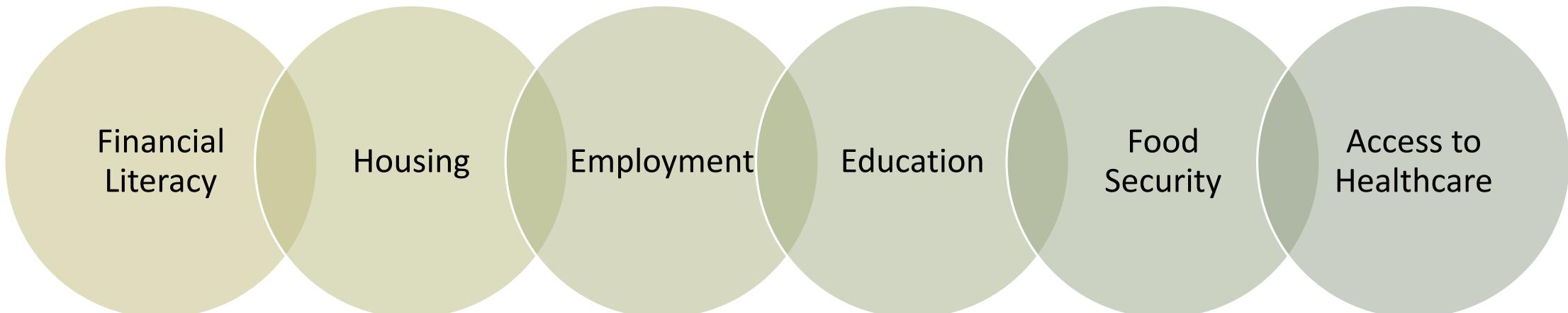
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- City has purchased eight vacant, foreclosed, bank-owned homes:
  - 1 - Heights
  - 4 - Central Terry
  - 1 - North Park
  - 2 - Southwest Corridor
- Seven homes have been sold – First Time Home Buyer
- No payments and zero interest on second mortgage (\$414k in liens)
  - Households paying 30% income for first mortgage
- Revitalizes and stabilizes neighborhoods – removing blight
- Leveraged \$1.26 million, including initial \$570k grant

# AmeriCorps VISTA – Billings Metro VISTA Project

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- City is required to implement an anti-poverty initiative  
*\$60,000 CDBG allocation generates \$500,000 in human resource grant funding*
- VISTAs have spent \$1.5 million locally in rent, markets, services, etc.
- 177 members have supported 43 community organizations  
*VISTA members raise funds, generate volunteers, create / expand services:*



# AmeriCorps VISTA – Billings Metro VISTA Project

## Grants to City

\$225,000 CDBG Investment

\$3,272,553 Member Services & Administration

1:15 Ratio  
(14.54)

## VISTA Fundraising

177 Members served at 43 Organizations

Generated \$3,688,441  
*Including last 6 months*

1:16 Ratio  
(16.39)

## Total Project Value

\$6,960,994

1:31 Ratio  
(30.94)

## Member Community Investment

\$1,524,346  
*Local housing, markets, goods, services, healthcare*

1:7 Ratio  
(6.77)

Not including FY17-18 Budget

# Community Development Board

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BUDGET RECOMMENDATIONS



# Recommendations

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Administration: Maximum cap allowed

## CDBG:

- Housing Rehab: \$200,000
- Foreclosure: \$100,000
- VISTA: \$60,000 *leverages \$500,000*
- Home Buyer: Remaining \$104,000

## HOME:

- CHDO: \$75,000 to NeighborWorks Montana
- Home Buyer: Remaining \$190,500

## Priority-Based Budgeting

Quartile  
One



## Core Programs

First Time  
Homebuyer  
Home Repair

Quartile  
Two



Quartile  
Three



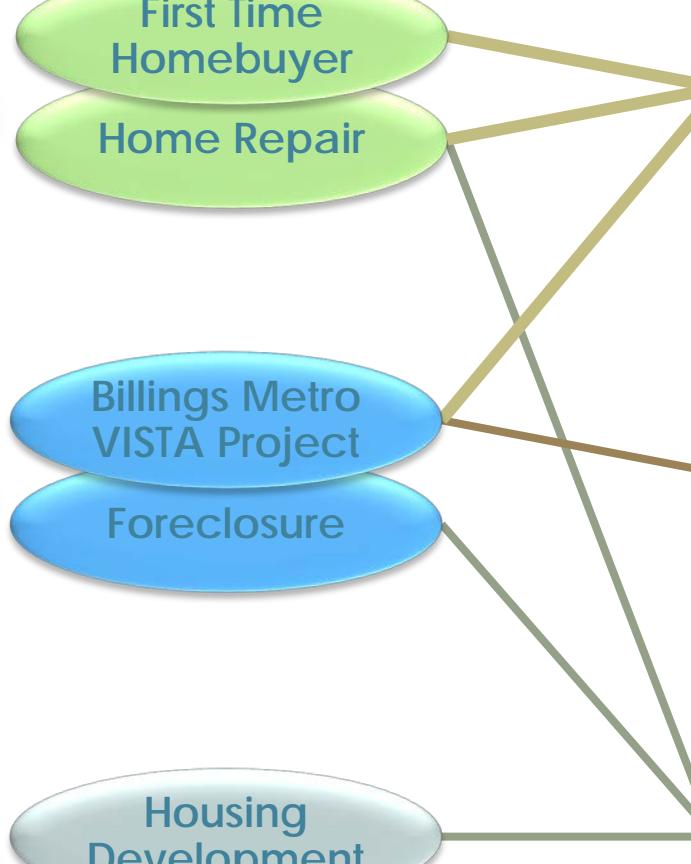
## Council Strategic Plan

Sustainable  
Economic  
Development

Involved, United  
Community

Comprehensive  
Orderly Growth

Housing  
Development



# Questions?

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# City of Billings Community Development

Billings Metro VISTA Project  
began in 2009...

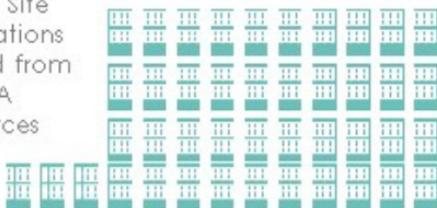


177 Members have Served in the Billings Area



128 Full-Year Members  
49 Summer Associates

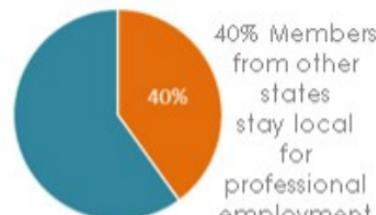
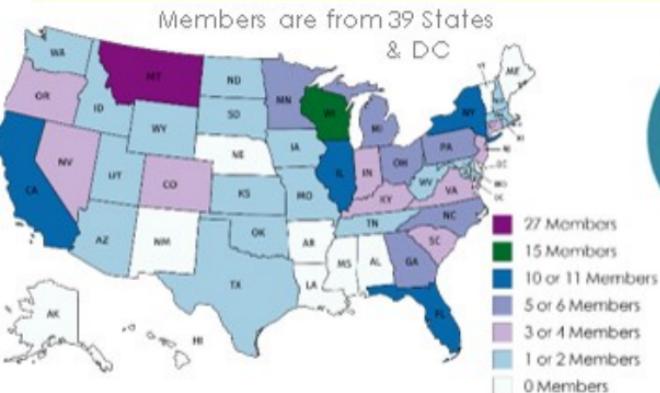
43 Host Site  
Organizations  
Benefited from  
VISTA  
Resources



VISTA Members Contribute to Local Economy



Contributions to Local Work Force



AmeriCorps VISTA  
=  
Job Training