



COMMUNITY DEVELOPMENT DIVISION

Community Development Board Meeting Minutes

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Regular Meeting of the Community Development Board

October 3, 2017

Board Members Present: Becky Bey, Jim Corson, Rebecca Noell, Joe Stockburger, Patt Leikam, Katrina Kruger, Kathleen Candelaria, Bret Rutherford, Laura Gittings-Carlson

Staff Present: Brenda Beckett, Dina Harmon, Tam Rodier, Sandra Lopez, Wyeth Friday

Guest: City Councilmember Larry Brewster

Welcome / Introductions / Announcements: The Community Development Board met at its regular monthly meeting located in the 6th Floor Conference Room, Miller Building, 2825 3rd Avenue North, Billings, Montana. Board Chair, Becky Bey, called the meeting to order at 3:00pm.

Public Comment: Guest Rachel Court introduced herself and passed out material on the HomeNow organization's programs and the Veterans Business Outreach Center.

Meeting Minutes: Board member Jim Corson moved to approve the June meeting minutes and Bret Rutherford seconded the motion. A vote was taken and the minutes were approved unanimously.

Staff Reports:

- **Foreclosure Acquisition / Housing Rehabilitation Program:** Staff reported that two new contractors completed their SAM registration and other eligibility requirements. One is also planning to pursue Lead Based Paint Renovator certification. Construction on 244 Terry is progressing and another property was purchased to 30 South Plainview Street. One new application was received for the manufactured home repair program in September that was deemed ineligible and a prior applicant has obtained a clear title to their home and has reactivated their application. One homeowner remains in the process of seeking complete bids and funding remains available to assist up to two homeowners. Two Housing Rehabilitation application were received in September, and two households are awaiting home inspection results. Six households are currently seeking bids and two home owners have selected their contractors and are in the process of getting all paperwork submitted. Funding remains to assist about five homes.
- **VISTA:** Staff reported the August 2017 – 2018 VISTA class had arrived and gone through on-site orientation and were already at their respective host sites. Recruitment for full year members beginning their service in January has begun. Billings will also be the host site for the January VISTA Pre-Service Orientation and swearing-in for all onboarding Montana and Wyoming VISTA members.
- **First Time Home Buyer Program:** Staff reported assisting a record number of first time home buyers in the previous fiscal year. Additional information will be provided during the October meeting.

Comprehensive Annual Performance Evaluation Report (CAPER) Review: Staff gave a presentation on the CAPER accomplishments for the last fiscal year that were shared with City Council (*see attached*).

Neighborhood Concerns and Happenings: Bret Rutherford announced that United Way had begun their donation collection for school materials for children. Becky Bey announced a new app that anyone can use when eating out at restaurants that will make a meal donation to local food charity. Jim announced that the Montana Rescue Mission was going to be working on an assessment of the homeless population with other local organizations. Laura Gittings-Carlson announced that Montana State University - Billings is currently offering training programs and a grant-writing program utilizing local professionals.

Next Meeting: Becky Bey adjourned the meeting and set the next for November 7th, 2017.

COMPREHENSIVE ANNUAL PERFORMANCE EVALUATION REPORT

FY2016-2017 CDBG & HOME
PROGRAMS

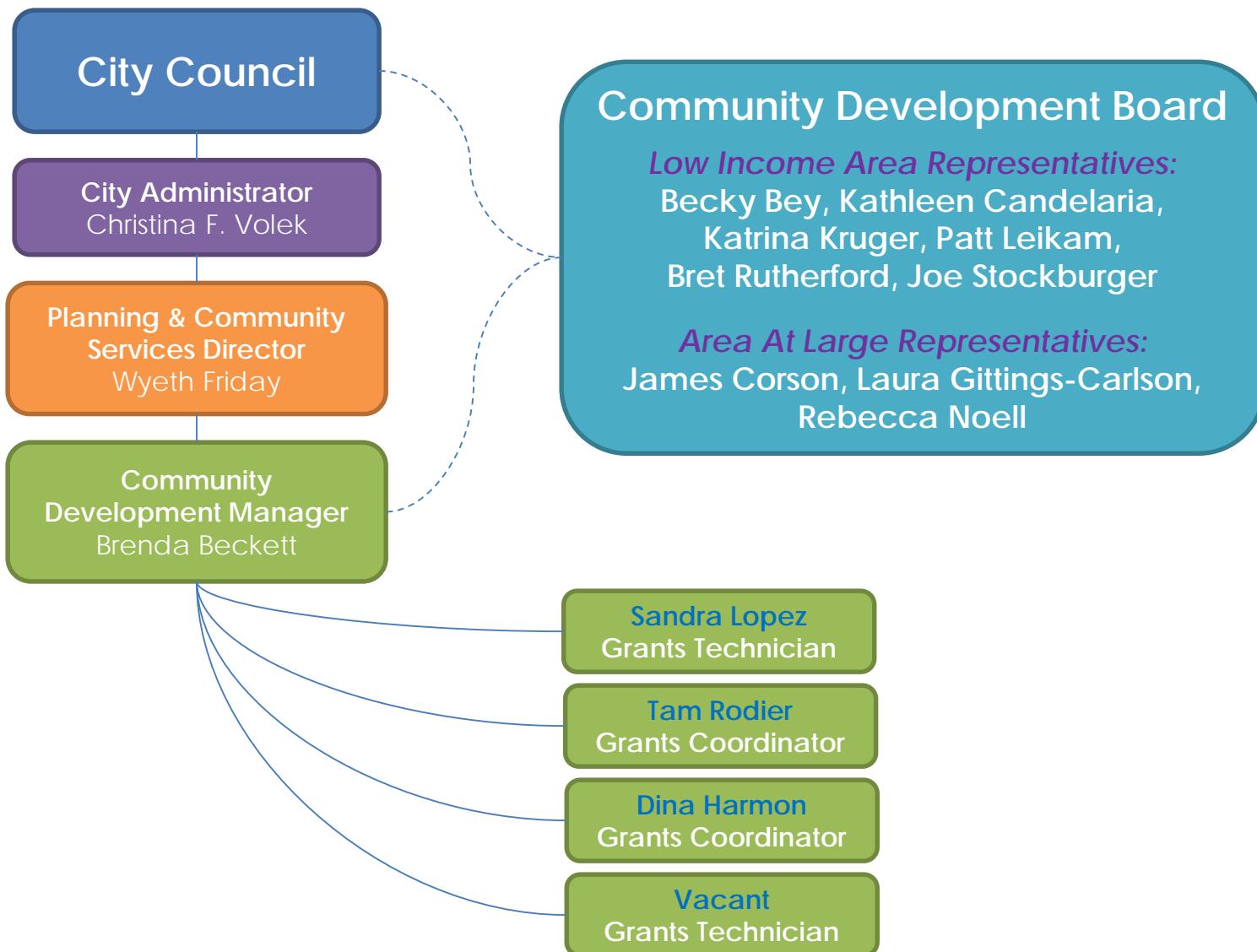
Community Development Division
September 2017

What is the CAPER?



- Comprehensive Annual Performance Evaluation Report
- Report and public comment required
- Covers from July 1 to June 30
- Illustrates progress for the FY2015-2019 Consolidated Plan – second year

Community Development



CDBG & HOME Funding

Source of Funds	Resources Made Available	Amount Expended During Program Year*
CDBG	1,036,482	882,477
HOME	569,787	699,954

**Includes \$ from previous year*

Total of **all grant** programs managed by the Division:

\$1,900,060

expended and drawn

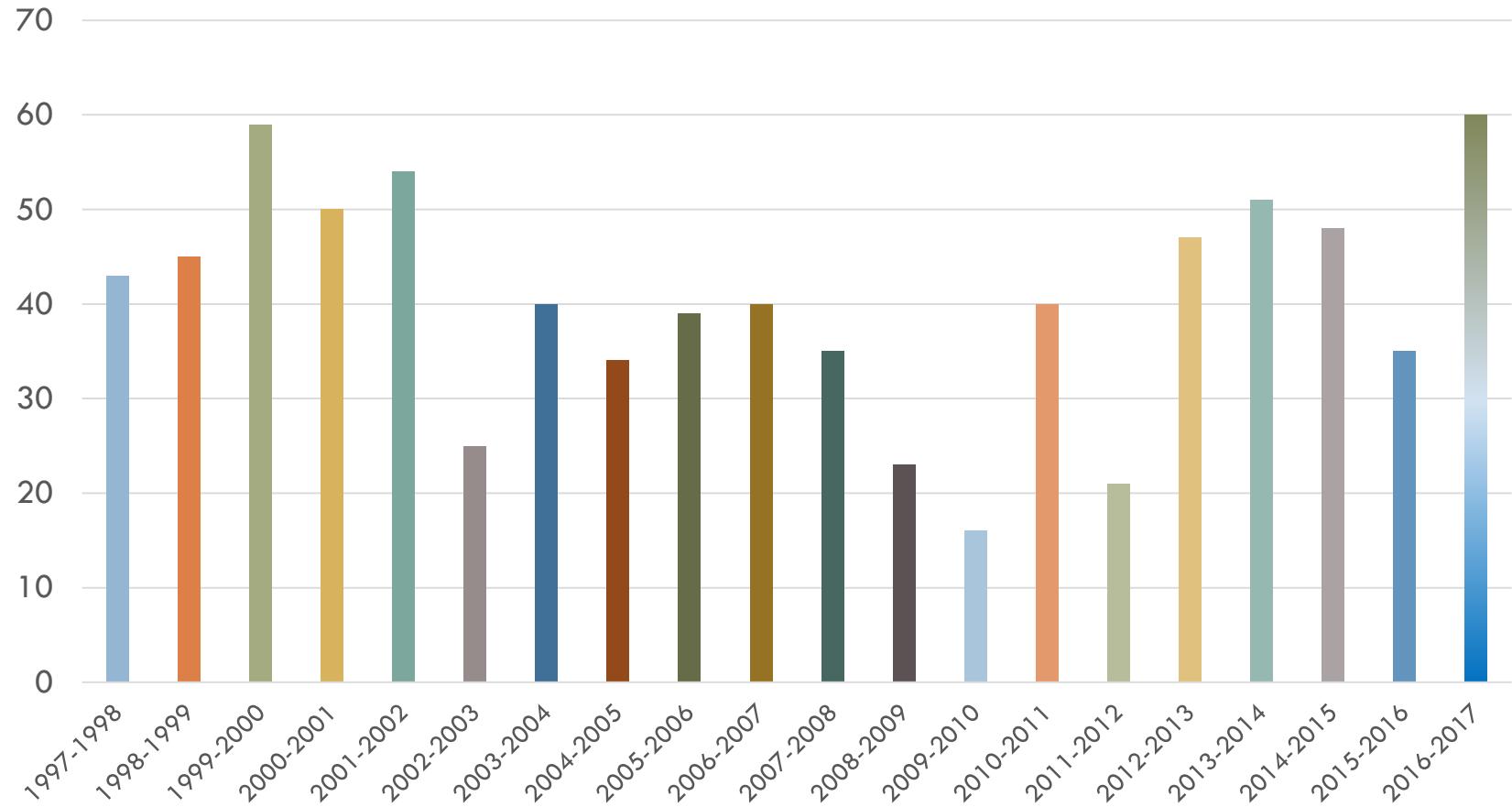
One Year Goals

FY2016-2017

<i>Goal</i>	<i>Indicator</i>	<i>Expected Program Year</i>	<i>Actual Program Year</i>	<i>% Complete</i>
Affordable Housing Preservation	Homeowner Housing Rehabilitated	6	4	67%
New Affordable Housing Opportunity	Homeowner housing added	2	2	100%
	Direct Financial Assistance to Homebuyers	15	60	400%
Poverty Impact	Public service activities other than Low/Moderate Income Housing Benefit	200	234	117%

First Time Home Buyer

Households Closed by Fiscal Year

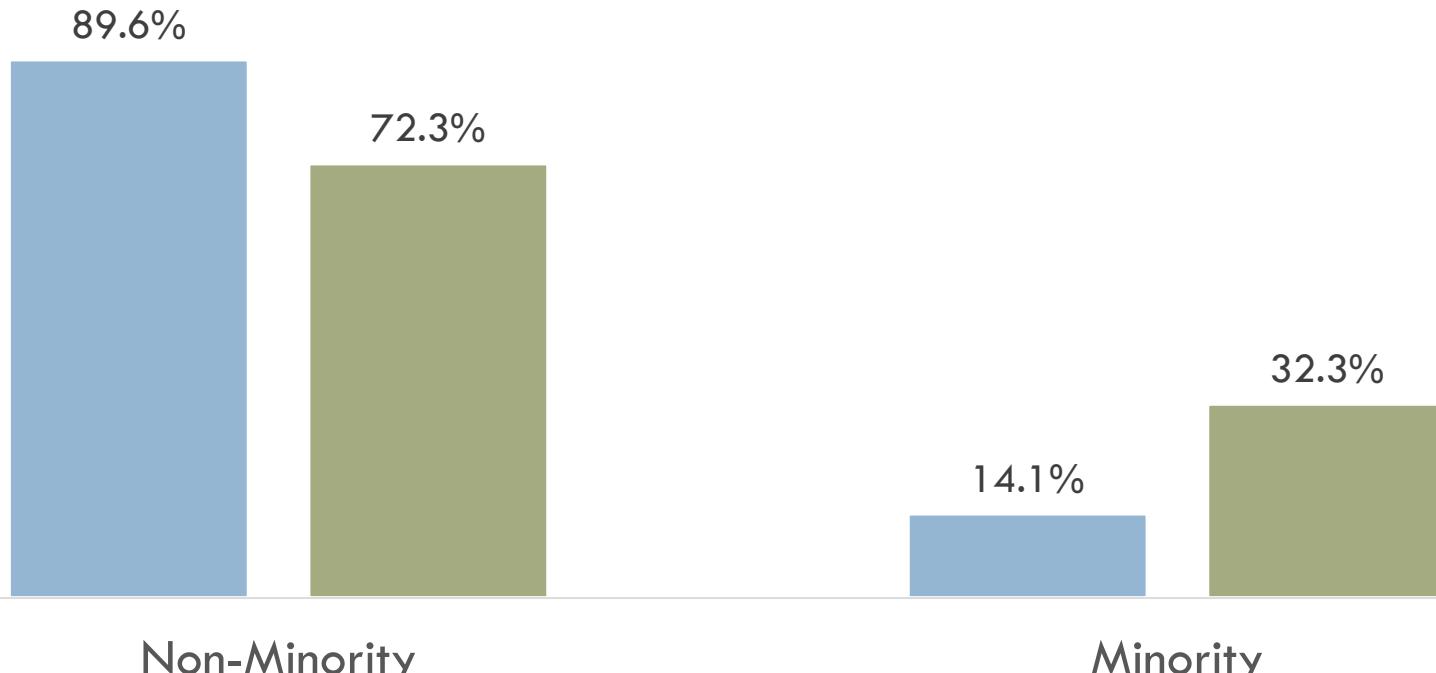


805 Total Households

Minorities

*American Community Survey

■ ACS* 2016 Data ■ Beneficiaries



Includes Multi-Racial Data

Beneficiaries by Program and Funding Source

Race / Ethnicity	Home Buyer			Housing Development	Home Repair	Foreclosure	VISTA	Totals
	CDBG	HOME	City*	HOME	CDBG	CDBG	CDBG	
White	24	27	2	2	2	2	158	217
Black or African American	2	1					13	16
Asian								
American Indian or American Native							46	46
Native Hawaiian or Other Pacific Islander								
American Indian and Black		1						1
Multi-Racial	2		1				17	20
Subtotals	28	29	3	2	2	2	234	300
Totals		60		2	2	2	234	
Hispanic	2	1	1				11	15
Not Hispanic	26	28	2	2	2	2	223	285
Special Populations		Home Buyer			Housing Development	Home Repair	Foreclosure	VISTA
		CDBG	HOME	City*	HOME	CDBG	CDBG	CDBG
Single Head of Household	Female	6	15		2			2
	Male							
Disabled Households			3		1			3
Elderly			1			1		8

**Non-federal funds dedicated by the City of Billings*

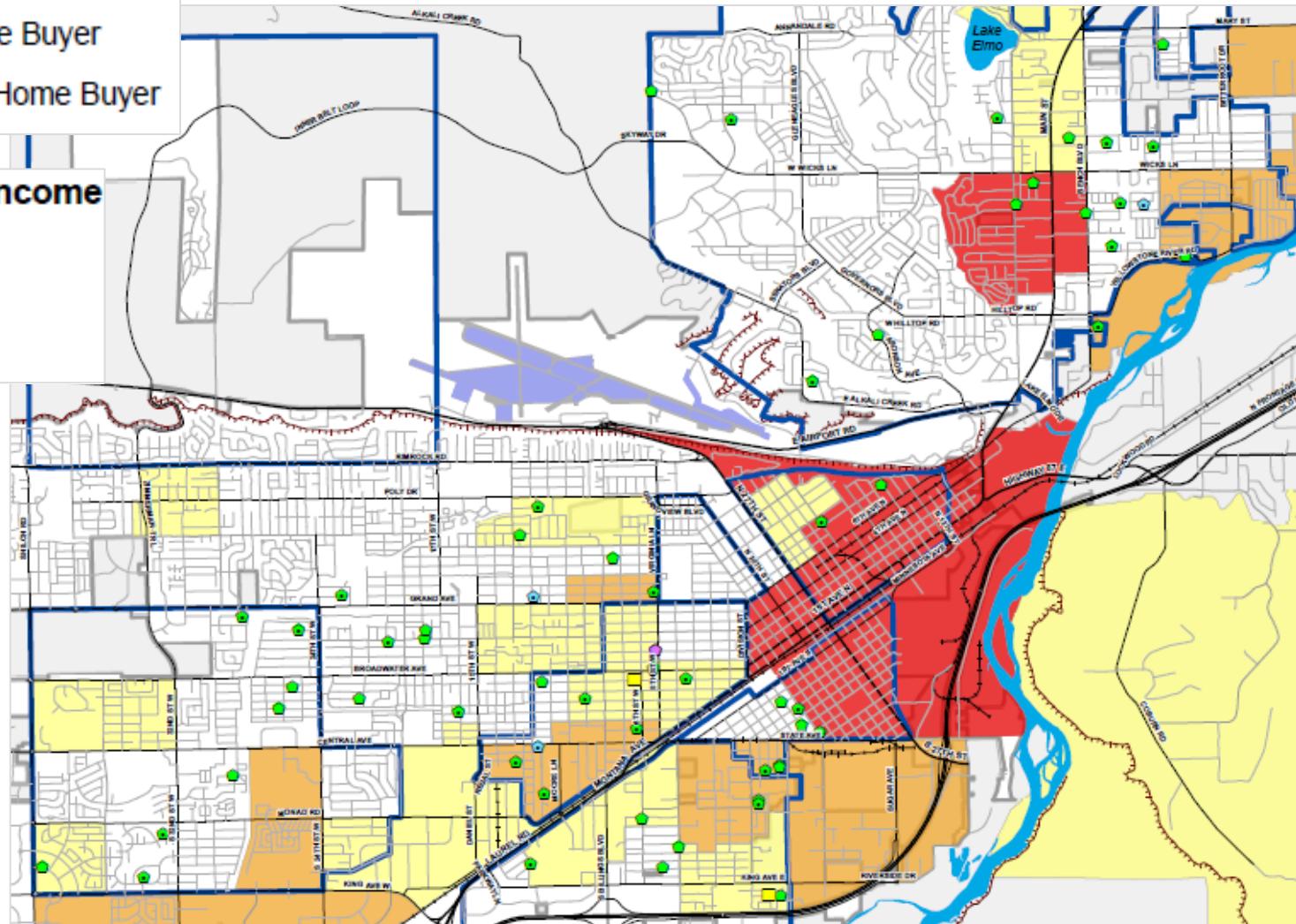
Geographic Distribution

Legend

- CDBG - Foreclosure
- CDBG - Home Buyer
- CDBG - Home Repair
- HOME - Home Buyer
- Non-Federal Home Buyer

Pct Low - Mod Income

- 50 - 60 %
- 61 - 70 %
- 71 - 95 %



All Applicants by Program and Funding Source				
Race / Ethnicity		Home Buyer	Home Repair	Totals
White		151	27	178
Black or African American		3		3
Asian				0
American Indian or American Native		9	2	11
Native Hawaiian or Other Pacific Islander				0
American Indian and Black		1		1
Multi-Racial		3	2	5
Totals		167	31	198
Hispanic		6	4	10
Not Hispanic		161	27	188
Special Populations		Home Buyer	Home Repair	Totals
Single Head of Household	Female	47	9	56
	Male	5		5
Disabled Households		7	11	18
Elderly		1	21	22

Leveraging: \$9,392,936

First Time Home Buyer Program	\$8,571,082
NeighborWorks Montana – Riverfront Pointe	\$301,696
VISTA Cash & In-Kind \$ Generated <i>CDBG Cost Share Members Only</i>	\$31,512
VISTA Project Support – Cash Admin	\$488,646

≈1:11 Ratio

Leveraging AmeriCorps VISTA – Billings Metro VISTA Project

Grants to City

\$285,000 CDBG
Investment

\$4,162,957
Member Services
& Administration

1:13 Ratio
(13.03)

VISTA Fundraising

195 Members
served at
43 Organizations

Generated
\$3,735,214

1:13 Ratio
(13.11)

Total Project Value

\$7,447,357

1:26 Ratio
(26.13)

Member Community Investment

\$1,705,000
*Local housing,
markets, goods,
services, healthcare*

1:6 Ratio
(5.98)

Additional Grants



Total Grant Awards July 2005 to present:

\$6,417,153

outside of CDBG & HOME



Questions?