



COMMUNITY DEVELOPMENT DIVISION

Community Development Board Meeting Minutes

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Regular Meeting of the Community Development Board November 7, 2017

Board Members Present: Jim Corson, Rebecca Noell, Joe Stockburger, Patt Leikam, Laura Gittings-Carlson

Board Members Excused: Becky Bey, Bret Rutherford, Katrina Kruger, Kathleen Candelaria

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

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 vice Chair, Jim Corson, called the meeting to order at 3:00pm. VISTA Leader Sara Channell introduced herself to the members of the CD Board.

Public Comment: No public comment was offered.

Meeting Minutes: Board member Jim Corson offered a change in the October meeting minutes, which were amended. Board member Patt Leikam moved to approve the October meeting minutes as amended and Laura Gittings-Carlson seconded the motion. A vote was taken and the minutes were approved unanimously.

Staff Reports:

- **Foreclosure Acquisition / Housing Rehabilitation Program:** Staff reported that one new contractor began working on their eligibility paperwork. Construction on 244 Terry is progressing according to schedule. The 30 South Plainview property home inspection and structural engineering reports were received and the next step is to develop the preliminary work list. One homeowner remains in the process of seeking complete bids for a manufactured home repair program project and funding remains available to assist up to two homeowners. One Housing Rehabilitation application was received in October and preliminarily approved. Funding remains to assist about five homes.
- **VISTA:** Recruitment for full year members beginning their service in January has been progressing, with a few new host sites. Billings will still 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 six houses would close in November. Home funds have been expended, but CDBG and City Council funding remains to assist approximately 20 households. The Riverfront Pointe project home is still being completed prior to breaking ground.

CDBG & HOME Application & Allocation Process Review: Staff gave a presentation on the CDBG & HOME Application and Process (*see attached*).

Neighborhood Concerns and Happenings: Staff announced that the Billings Metro VISTA Project is being given the opportunity to be featured in a promotional VISTA marketing video that will begin filming in December.

Next Meeting: Jim Corson adjourned the meeting and set the next for December 5th, 2017.

