



## COMMUNITY DEVELOPMENT DIVISION

### Community Development Board Meeting Minutes

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#### Regular Meeting of the Community Development Board

December 4, 2018

**Board Members Present:** Joe Stockburger, Patt Leikam, Katrina Kruger, Kathleen Candelaria

**Board Members Excused:** Bret Rutherford, Laura Gittings-Carlson, Jim Corson, Rebecca Noell

**Staff Present:** Brenda Beckett, Dina Harmon, Tam Rodier, Christina Escamilla

**Guests:** None

**Welcome / Introductions / Announcements:** The Community Development (CD) Board met in the 6<sup>th</sup> Floor Conference Room, Miller Building, 2825 3<sup>rd</sup> Avenue North, Billings, Montana. Board member Patt Leikam called the meeting to order at 3:00pm. Kathleen Candelaria and Patt Leikam' last meeting!

**Public Comment:** No public comments were made.

**Meeting Minutes:** The drafted November meeting minutes were tabled due to not having a quorum. They are scheduled for review at the January 2019 meeting.

#### Staff Reports:

- **Foreclosure Acquisition / Housing Rehabilitation Program:** The final punch list was completed for the Plainview property. It is scheduled to be sold on December 17, 2018. There are five homes under construction for the Housing Rehab program. There are two new applicants and one re-application during November. Funding is available to assist two homeowners. The Manufactured Home Repair program did not receive any new applications during November. Funding is available to assist one to two homeowners.
- **Affordable Housing Development:** Riverfront Pointe Property construction is progressing and is scheduled to be completed January 2019.
- **First Time Home Buyer Program:** There are funds available for approximately nine more homes.

**CDBG & HOME Application & Allocation Process Review:** The board reviewed last year's guidelines and application for the annual allocation process for CDBG and HOME. No improvements were suggested. Beckett will move forward and post the application online.

**VISTA Application Memorandum & Recommendation:** AmeriCorps VISTA recruitment is underway. Board members reviewed the VISTA program and could make recommendations for the FY18-19 application. A vote was taken and unanimously approved. Members Bret Rutherford, Rebecca Noell, and Jim Corson submitted their vote electronically.

#### Neighborhood Concerns and Happenings:

- **Vote Recount:** A recount is taking place for the Department 8 Yellowstone County District Court Race. A recount is underway for the Montana House District 51 as well.

**Next Meeting:** Patt Leikam adjourned the meeting. The next meeting will be held on January 8, 2019.