



COMMUNITY DEVELOPMENT DIVISION Community Development Board - Meeting Minutes

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Regular Meeting of the Community Development Board November 5, 2019

Board Members Present: Rebecca Noell, Joe Stockburger, Katrina Kruger, Bret Rutherford, Jessica Schmidt, Council Member Denise Joy

Board Members Excused: Laura Gittings-Carlson, Jim Corson

Staff Present: Brenda Beckett, Dina Harmon, Tam Rodier, Carly Collins, Wyeth Friday

Welcome / Introductions / Announcements: The Community Development (CD) Board met in the 6th Floor Conference Room, Miller Building, 2825 3rd Avenue North, Billings, Montana. Board chair Rebecca Noell, called the meeting to order at approximately 3:00pm. There are still two CD Board positions available.

Carly Collins, new Grants Technician, and all present members shared introductions.

Brenda reported she was notified by NeighborWorks-Montana that the C & C Mobile Home Park is looking for infrastructure funding. Because there is existing revenue, CD Staff is hopeful to get involved with this project. It may also meet the requirement of HOME Investment Partnerships Program (HOME) funds that are to be committed to Community Housing Development Organizations (CHDO) projects. Brenda reported that we should have a prospectus from NeighborWorks by the end of the year to present to the Board.

Rebecca shared that Wise Wonders Children's Museum has officially moved into its new space at the corner of North 30th Street and 2nd Avenue North. Rebecca expressed that the VISTA member placed there has been a great asset to the team.

Public Comment: No additional public comment.

Meeting Minutes: Board chair Rebecca Noell moved to approve the October meeting minutes and the motion was seconded by Board member Bret Rutherford. A vote was taken and the minutes were approved unanimously.

Staff Reports:

- **First Time Home Buyer Program:** The program continues to operate as normal. Funds have been committed to several current applicants, and there is a need for more as the fiscal year continues.
- **Affordable Housing Development:** There was an open house at the Riverfront Pointe property, but no offers as of yet.
- **Housing Rehabilitation:** No new applications received this month. It was recommended that the Manufactured home program be closed as there have been no new applications received and no apparent need for a significant period of time.
- **Foreclosure Acquisition / Housing Rehabilitation Program:** Request for Quotes for the demolition project on Steffanich were shared. Quotes will be accepted through November 13th. Staff is working toward obtaining an asbestos testing/report for the property that will be shared with contractors.
- Brenda reviewed the CDBG & HOME Application flowchart and processes which should begin in December. Brenda suggested that CD Board Members attend the work session prior to City Council review of submitted applications for additional insight. Brenda will share the documents with the CD Board for review and to offer any further suggestions.
- **Billings-Metro VISTA Project:** Recruitment has begun for both Host Sites and for new VISTA members. There is a significant need to increase Host Sites. Brenda asked that members share information for leads

on potential Host Sites. Three VISTA members are completing service terms in January. State offices for AmeriCorps will close November 9th, 2019. CD Staff has started working with the new regional Portfolio Manager.

- **Analysis of Impediments to Fair Housing:** Brenda shared a presentation on the efforts that have gone into developing this report since 2017. Several VISTA members and other state agencies have committed to refining this document. A current BMVP VISTA member has taken the lead on organizing the improvement of the project. The finalized report will be shared in the spring.
- One of the VISTA members will be losing housing in January and is looking for a new place to rent, preferably month-to-month and under \$500. CD Staff asked that Board members share any housing opportunities that may assist the member.

Neighborhood Concerns and Happenings:

- Wyeth shared that the City has applied for funding to construct an Inner Belt Loop and trails connecting several areas of the Heights and Zimmerman Trail. He recently traveled to Washington DC to meet with congressional teams to discuss the anticipated expansion. Wyeth explained that it is a competitive application process, so they are doing all they can to stand out. Wyeth reported that a decision should be made in November or December.
- Wyeth discussed that the Project Re-Code official launch was pushed back to spring of 2020. This was to allow room for future planning and to ensure the project remains sustainable and practical. City Council member Denise Joy shared that she has been able to see the impacts in the landscaping piece already.
- Brenda notified the group that some VISTA Members do not have Advisory Boards at their Host Sites. In order to fulfill their project requirements, the Members must present their projects to an Advisory Board and may need to use the CD Board to do so. They will be added to upcoming agendas.
- It was discussed that City Council approved support for letters discussing the risk of contaminants from the PCE Groundwater State Superfund Site to be sent. City Council member Denise Joy, shared that she is hopeful that this support would bring more expertise in how homeowners affected by PCE could access resources or funding to address the issue. Brenda shared that all CD programs have redeveloped site eligibility checklists to review risks of contaminants in new acquisitions. Funding is available to address these issues for Housing Rehabilitation projects as well. Materials for owner review and recommendations are shared with homeowners. The Environmental Report Record will be updated based on the newly released PCE map.

Next Meeting: Rebecca Noell adjourned the meeting at approximately 4:05pm. The next meeting will be held on December 3, 2019.