

Community Development Board
Meeting Minutes
May 6, 2008

Members Present: Emily Shaffer, Jim Hartung, Duane Loken, Kamber Kelly, David Goodridge

Members Absent and Excused: Kathy Walters, Kathleen Gilluly, Sandy Weiss, Uriah Edmunds

Staff Present: Candi Beaudry, Brenda Beckett, Dina Billington, Doris Cole

The meeting was called to order by Chair Loken at 3:00 pm.

Public Comment Period: None

Minutes: The minutes of the last meeting were tabled until the May meeting.

Public Services Allocation Review: *During the March 31 CD Board meeting, staff inadvertently omitted one cell from the sum formula in the Excel spreadsheet which resulted in an over-allocation of \$12,000. This is an opportunity to review staff's recommendation to decrease all recommendations by a percentage or facilitate a discussion on re-allocating funding for Public Services, ensuring 15% cap compliance. The CD Board has the opportunity to present an alternative recommendation, giving the Council options for funding, or can recommend only one option for funding Public Services.*

Loken gave a brief description of the over-allocation and Beckett discussed the formula error in the Excel spreadsheet. It was decided go back through the allocations and discuss them individually. The following allocations stayed the same: PS-1, PS-2, PS-4, PS-5, PS-6, PS-8, PS-9, PS-11, PS-12, PS-13, PS-14, PS-15, PS-17, and PS-18. The board then discussed PS-3, PS-7, PS-10, PS-16. Beckett noted that several organizations were recommended at a higher rate than what was asked. Discussion ensued regarding this and on lowering those who were fully funded. Shaffer noted that she has heard that several agencies really do not need funding but apply for it only because "it is there". She would like to see a question in the next application to address this issue: Do you need this funding? Yes/No. Explain.

Hartung moved that the board recommend the numbers that are listed in the column named "recommendation". Goodridge seconded the motion and it passed unanimously. Final recommendation to Council is as follows:

PUBLIC SERVICE ACTIVITIES

FY 2008-2009

PUBLIC SERVICE ACTIVITIES		CDBG GRANT HISTORY	2007-	Amount	CD Board Final
			2008	Requested	Recommendation
PUBLIC SERVICE ACTIVITIES	PS-1	Big Sky Prevention of Elder Abuse	\$7,425	\$12,000	\$10,000
	PS-2	Big Sky Senior Helping Hands Program	\$15,675	\$20,000	\$15,000
	PS-3	Community Housing Resource Board	\$6,600	\$13,630	\$5,000
	PS-4	Easter Seals - Play & Language for Autistic Youngsters	\$0	\$8,750	\$5,000
	PS-5	Friendship House - Summer Enrichment	\$8,250	\$15,000	\$12,000
	PS-6	homeWORD - Homebuyer Education	\$2,063 <i>Fin. Fitness</i>	\$9,000	\$6,000
	PS-7	HRDC - Growth Thru Art	\$6,600	\$15,000	\$5,000
	PS-8	HRDC - Harmony House	\$4,125 <i>IDAs</i>	\$15,000	\$8,000
	PS-9	Scottish Rite Clinic - Scholarship Program	\$0	\$12,000	\$5,000
	PS-10	Southgate Cop Shop	\$4,125	\$6,000	\$2,000
	PS-11	Task Force Enhancement Fund	\$4,125	\$5,000	\$2,000
	PS-12	Tree Trimming, Planting & Removal	\$3,300	\$15,000	\$5,000
	PS-13	Tumbleweed - Street Outreach Program	\$0	\$10,000	\$5,000
	PS-14	Yellowstone County Council on Aging - Resource Center	\$1,650	\$2,000	\$2,000
	PS-15	Yellowstone Health Partnership - Med Assistance Program	\$7,425	\$9,000	\$7,431
	PS-16	Young Families Early Head Start	\$7,425	\$27,077	\$15,000
	PS-17	YWCA of Billings Children's Services	\$2,050	\$2,050	\$2,050
	PS-18	YWCA Gateway House	\$6,600	\$10,000	\$6,600
			\$136,111	\$206,507	\$118,081

Beckett then discussed two slides presented at the City Council Work Session that show the number of grant awards for each application (see attached History of Agencies Funded) and a summarization of funding by strategy. Loken suggested a Council Training Session to answer any question that the Council may have regarding the allocation process and what direction the Council would like the board to take regarding this process.

Consolidated Plan – Action Plan: This year's Annual Action Plan will be reviewed by the Board. The Action Plan was distributed during the February meeting. The public comment period on the Action Plan extends to May 7, 2007 and City Council will take final action on May 12 as well. Comments will be accepted and implemented into the plan until May 9, 2008.

Beckett noted the additional sections in the Consolidated Plan: homelessness and victims of sexual assault/domestic violence. Fair housing information section includes appendices on the Education and Outreach Initiative – Statement of Work and a summary of the Analysis of Impediments to Fair Housing Choice – 2007. The Annual Action Plan will be sent to HUD May 15. The FHIP application for fair housing is due in July.

Allocation Process Review: *An opportunity for the Board to review the allocation processes and to make changes.*

The allocation process review was tabled until after the allocations are finalized after final action by the City Council.

Staff Updates: *An opportunity for staff to share happenings in their programs and initiatives.*

Beckett acknowledged the staff and thanked them for covering the office. Beckett distributed the Service Array of all the things the Community Development office does. She discussed the new monthly reporting that Candi is implementing for the Planning and Community Services Department. She noted that sub-recipient quarterly reporting is available for the board.

Billington reported that she did the final walk-through for Kings Green Phase III for infrastructure - streets, gutters, and sidewalks.

Loiken noted that the Council will take action on our allocation recommendations on Monday night, May 12.

The meeting was adjourned at 3:58 p.m.