



COMMUNITY DEVELOPMENT DIVISION Community Development Board - Meeting Minutes

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Regular Meeting of the Community Development Board September 6, 2022

Board Members Present: Rebecca Noell, Jim Corson, Shane Noble, Joe Stockburger, Jessica Schmidt, Hannah Olson, Kathleen Candelaria, Bret Rutherford

Board Members Excused: Katrina Kruger

Absent: None

City Council Representative: Denise Joy

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

Welcome / Introductions / Announcements: The Community Development (CD) Board met in the 6th Floor Conference Room of the Miller Building. Board Chair Rebecca Noell called the meeting to order at approximately 3:00pm.

Public Comment: None.

Announcements: Brenda Beckett congratulated Joe Stockburger on his new “Stocky’s” storefront on S 27th Street.

Meeting Minutes: Board member Jim Corson moved to approve August minutes as written and distributed. Board member Shane Noble seconded the motion. A vote was taken, and the motion was unanimously approved.

Staff Reports:

- **Affordable Housing Development Program:** Dina Harmon said she is conducting monitoring activities.
- **First Time Home Buyer Program (FTHB):** A CD Board member asked about payoffs. Brenda Beckett responded that since July 1st there have been about \$200,000 in HOME and \$80,000 in CDBG repayments.
- **Foreclosure Acquisition / Housing Rehabilitation Program:** Tam Rodier said no bids were received in response to the recent Invitation for Bids for the Steffanich property. Because no proposals were received to two previous Requests for Proposals either, the City’s purchasing agent has agreed to allow staff to solicit direct bids from local modular home dealerships. Staff will also solicit a bid from a local 3D home printing company.
- **CDBG-CV:** Tam Rodier gave the following project updates:
 - Rumor: Downtown Billings Business Improvement District found a contractor to install the downtown handwashing station / restroom.
 - The Boys & Girls Club entryway / foyer project is nearing completion.
 - The Parks Department is in the process of engaging a landscape architect for the Comanche Park playground and the North Park adult exercise area and shade shelter.
 - Parks staff is meeting with HVAC companies for the North Park Recreation Center airflow improvements.
 - Parks staff is in contract discussions for the Pioneer Park restroom project.

A CD Board member asked about the Washington School HVAC project. Tam Rodier responded there was a supply chain issue that might result in the system not being installed until next summer. The grant agreement specifies expenditures must be completed by September 30, 2023.

Brenda Beckett clarified that all CDBG and CDBG-CV projects must be completed and funds expended by September 30, 2023. If any projects are unable to be completed by then, staff may recommend the CD Board reallocate funding to other shovel-ready projects to meet HUD expenditure deadlines.

- **Billings-Metro VISTA Project (B-MVP):** Carly Collins stated:
 - Three VISTA Members completed a week-long orientation, including a joint supervisor-member training session with Shannon Stober of Jump Start Training & Development.
 - VISTAs have been placed into service at three host sites.
 - Billings VISTAs will participate in a 9/11 day of service at Family Promise of Yellowstone Valley.
 - Staff posted January / February 2023 positions and has started recruiting.
- **HOME-ARP:** Carly Collins said the service provider survey is almost ready for CD Board review. She asked for volunteers. Rebecca Noell and Shane Noble volunteered.

Board & Commission Annual Report to City Council: Brenda Beckett said she is scheduled to give a presentation on September 12th and encouraged CD Board members to attend either in person or virtually. She then went through the draft presentation prior to going through the list of Annual Report questions sent with the agenda:

- **Major Board accomplishments of the preceding year:** Board members suggested copying / pasting notes from the slides. They also suggested mentioning 27 FTHB loans closed.
- **Major Board challenges of the preceding year:** Board members discussed the significant number of repayments (big money); expenditure deadlines; housing costs; trouble redeveloping the Steffanich property; HomeFront backing out of the Off The Streets project (\$450K; caused City to miss expenditure deadline); no HUD-foreclosed homes available for purchase; supply chain issues; contractor shortage; etc.
- **Major Board goals for the coming year:** Board members discussed HOME-ARP; monitoring CDBG & CDBG-CV projects for progress and reallocate funding if expenditure deadlines not met; Foreclosure Program;
- **Requests for staff or City Council:** Board members discussed their desire for the City Council to recognize the depth of expertise on the CD Board (title companies, realtors, contractors, etc.) and that Board members represent different income groups and areas of town.

City Council made two previous allocations for housing to the revolving fund. Make another contribution?

Recognize affordable housing is separate from the City Council's larger housing strategies initiatives.

Share "positives" about housing – what FTHB assistance means to families assisted (stable housing, building family units, etc.)

- **Changes to city ordinance or state law affecting the Board that should be considered:** Board members discussed the Governor's Housing Task Force.

Brenda Beckett requested bios from each Board member by Friday, September 9th, to include in the City Council presentation September 12th. She said she plans to use today's notes to complete the presentation and Annual Report.

Neighborhood Concerns & Happenings: Brenda Beckett and Jessica Schmidt will miss the next two Board meetings; they are planning to walk the Camino del Norte in Spain!

Next Meeting: Board Chair Rebecca Noell adjourned the meeting at approximately 4:15pm. The next regular meeting will be held on October 4, 2022.