

Community Development Board
Meeting Minutes
October 14, 2008

Members Present: Emily Shaffer, Jim Hartung, Duane Loken, Kathy Walters, Uriah Edmunds, Kamber Parker, David Goodridge

Members Absent: Sandy Weiss

Staff Present: Brenda Beckett, Doris Cole

Others Present: Brian Dennis, Boys and Girls Club of Yellowstone County

The meeting was called to order by Chair Loken at 3:05 pm. with the following announcements: Kathy Walters announced that she is back in the work force, working part-time for CASA.

Public Comment Period: Brian Dennis, Chief Financial Officer for the Boys and Girls Club, introduced himself. He stated that, as non-profits look toward their new funding cycles, it would be helpful to know the goals, targets, outcomes and objectives for their funders. He would like to know the particular focus or theme for the board by the time applications come out as it would be very helpful for planning, preparing, and proceeding with the application. Loken noted that the direction from City Council is changing to funding fewer organizations with larger amounts and for a longer period of time. Until the board knows what the Council wants, it will be hard to determine what the focus of the board will be. Dennis noted that from a reporting standpoint larger amounts have a larger impact on projects and take less staff time to dedicate to reporting. Loken then invited Dennis to stay and listen to the allocation process review.

Minutes: The minutes of the last meeting were corrected to reflect Kamber's name change to Parker. Minutes approved as corrected on a motion by Walters, seconded by Goodridge.

Allocation Process Review & Funding Priorities: *Council responses to last month's survey will be presented. An opportunity for the Board to review the allocation processes and to make changes. A drafted survey can be found in the CD Board packet for review/comment and further development.*

Loken gave a brief background of the surveys sent to eleven City Council members and the Mayor. Beckett noted that of the seven responses, the majority want fewer subrecipients funded with more money. The board instructed staff to email Tina Volek about the responses from the remaining council members. The board then discussed emphasis on housing projects and basic services that are essential needs. Beckett noted the expenditure deadline is three years to expend funds and that now would be a good time to change the allocations process to two or three years. After further discussion, Beckett noted that the board approves the application in November, that it is released in December and that the application is due in January. The board must make

some guidance decisions so staff can prepare the application and the application manual for release in December. Loken noted that the funding philosophy must be expressed so the applicants understand what the board is looking for.

Examples of new funding ideas:

85% Housing / Neighborhood Bricks & Mortar	15 % Public Services			
	10% Housing	Boys & Girls Clubs	Questions to ask: Is it essential? Does it affect the Quality of Life? Does it affect homelessness?	Y/N
	Family Services	YWCA Children's' Services		
	YWCA Gateway House	Big Brothers / Big Sisters		
	Deposit Assistance			

The board agreed that the groundwork has been laid but that staff needs responses from the four remaining council members before a decision is made. Staff has been directed to contact Tina Volek for assistance in obtaining the rest of the surveys. After further discussion *Shaffer moved that the board vote on the direction now. Motion died for lack of a second.* Beckett discussed the timeline for the application. Loken then called for a special meeting will be held October 29 to further discuss this issue and the November meeting will be moved to November 18. Walters noted that she will not be able to attend the November 18th meeting. A draft application will be available and further discussion will take place at that time. The revised application will be available and voted on at the December 2nd meeting.

Housing & Economic Recovery Act of 2008: *The City of Billings may receive additional CDBG funding. We should know by the end of October/early November what impact this will have on the Division and allocation processes.*

Beckett discussed the impact of \$19.6 million being allocated directly to the state of Montana and not a portion to entitlement communities. The city would have to apply to the state for funds. We are looking at several different programs: 1) acquisition and demolition of eliminate blight/slum; 2) acquisition and rehab; 3) commercial/residential for the Mayor's Committee on Homelessness.

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

Beckett reported on the implementation of a new staff reporting system on the status of the division with narratives, data, and trend lines. We filled the program coordinator position. Linda Woods starts next week. Two proposals were received for the Housing First project: Interfaith Hospitality Network and Second Change Homes.

Neighborhood Concerns & Happenings: *Opportunity for board members to share information or concerns.*

Edmunds noted that interviews for the second Height seat on City Council. He noted that it would be interesting to see the outcome.

Loiken asked members to be thinking about becoming chair of the board as he will not be able to continue as chair next year.

The next meeting will be October 29. Meeting adjourned at 4:15 p.m.