



COMMUNITY DEVELOPMENT DIVISION Community Development Board - Meeting Minutes

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Regular Meeting of the Community Development Board January 7, 2025

Board Members Present: Joe Stockburger, Kathleen Candelaria, Erica Doornek, Ali Pistora, James Allen, Hans Abbey, Donny White, Jim Corson

Board Members Excused: None

Board Members Absent: None

City Council Representative: None

Staff Present: Brenda Beckett, Tam Rodier, Wyeth Friday

Guests: None

Welcome / Introductions: The Community Development (CD) Board met in the Large Conference Room of the Billings Public Library, 510 N Broadway. Board Vice Chair Joe Stockburger called the meeting to order at 3:00 p.m. and invited everyone to introduce themselves.

Announcements:

Tam Rodier said that beginning with the February 4 meeting, the Board will meet in the Beartooth Meeting room on the 5th floor of the new City Hall, 316 N 26th Street. Board members asked about parking, and Wyeth Friday responded there is meter parking on-street and in the County Courthouse parking lot across the street from the new City Hall; paid parking is also available in nearby parking garages.

Beckett reported Jordan Langton has been hired as a program coordinator and she is scheduled to start January 21. Jordan brings with her good experience from Wells Fargo. Beckett also thanked James Allen and Jim Corson who were involved in the interviews.

Beckett said CD staff will begin moving into the new office on the 4th floor of the new City Hall the week of January 13.

Public Comment: None

Public Hearing: Beckett noted the Public Hearing for the Substantial Amendment to the FY2024-2025 Annual Action Plan's (AAP) public notice was advertised, as required by HUD. She explained HUD is requiring estimated program income must be budgeted for anticipated activities, along with older funding not utilized prior to the AAP draft date.

Board member Jim Corson made a motion to officially add the item to the agenda. Board member Hans Abbey seconded the motion. There was no additional discussion. A vote was taken to add the Substantial Amendment to the FY2024-2025 Annual Action Plan public hearing to the agenda. A vote was taken and the agenda revision was unanimously approved.

Vice Chair Joe Stockburger opened the public hearing. No public comments were received. The public hearing was closed.

Meeting Minutes: Board member Erica Doornek made a motion to approve the December 3, 2024, minutes as written and distributed. Board member Ali Pistora seconded the motion. There was no additional discussion. A vote was taken and the minutes were unanimously approved.

Staff Reports:

- **First Time Home Buyer Program (FTHB):** Tam said she has two families working toward closings by the end of January.
- **Affordable Housing Development (AHD):** Tam shared the following:

Mitchell Court:

- Tam said she has not driven by to check, but she understands the developer broke ground recently and the project is moving forward.

Skyview Residences:

- The environmental assessment is complete and the City Administrator signed it last week.
- The required Public Notices will appear in the Yellowstone County News January 10 and 17.
- Following the public comment period, staff will request a release of funds from HUD.
- Staff is working on the legal documents. Once the drafts are completed, they will be forwarded to the Developer and the City Attorney's office for review.
- The project will then be scheduled for City Council action.

LB Lofts:

- Staff will begin reviewing the application as soon as possible.

- **Foreclosure Acquisition / Housing Rehabilitation Program:** Tam shared the following updates:

1709 St. Johns Avenue:

- The contractor completed punch list items and submitted his final invoice.
- The marketing flyer was sent to approved FTHB applicants last week. Sale price is \$356,000; which is HUD's purchase price limit. She is hopeful a Buy-Sell Agreement will be received soon.

1302 Parkhill Drive:

- The asbestos abatement contractor completed the work and the project passed air testing.
- The next step is to finalize the final work list and Invitation for Bids (IFB). Once the IFB is completed, it will be direct mailed to contractors who have expressed interest in working on foreclosure projects in the past. The IFB will also be publicly advertised.

- **CDBG / CDBG-CV Projects:**

North Park: Tam said the contractor completed the punch list items and submitted his final invoices.

- **Billings Metro VISTA Project (BMVP):** In Carly's absence, Tam shared the following updates from Carly:
 - VISTA Placements are finalized – one leader and three VISTA members will start full-year service terms February 10. Members will serve at Mountain Health Gives, Billings Parks & Rec, and Adaptive Performance Center (APC).
 - New VISTA Host Site Proposals are due Friday, January 10. To date, Carly has received one proposal from the Montana Center for Inclusive Education. Carly will review all proposals received when she returns.

- VISTAs will participate in Martin Luther King Jr. Day of Service activities on January 17. They will have professional development training in the morning followed by volunteer activities at the Yellowstone Valley Animal Shelter and Big Sky Senior Services in the afternoon.
- **HOME-ARP Projects Status:** Tam said she understands Quarterly Reports are due by January 10. Carly will review for compliance and begin processing reimbursement requests for subrecipients.

Tentative 2025 Schedule: Beckett reviewed the schedule. She noted online **Community Development Funding Request** applications are due January 17. CD Board members will conduct applicant site visits during February and March. City staff and CD Board members will jointly present federal programs at Neighborhood Task Force meetings during March and April.

Beckett she said CD staff met with YWCA staff on Monday about the application process and their plans. Based on the discussions at that meeting, she is not sure the YWCA is ready to submit an application. The YWCA may ask that the application to be re-opened later in the year.

Beckett then reviewed the elements and timeline for the 5-Year Consolidated Plan (Con Plan).

Officer Elections:

- Vice Chair Joe Stockburger requested nominations for **Board Chair** for 2025.
Board member James Allen nominated Joe Stockburger. Joe Stockburger accepted the nomination. Board member Hans Abbey nominated Jim Corson. Jim Corson declined the nomination. There were no additional nominations or additional discussion. A vote was taken and Joe Stockburger was unanimously elected Board Chair.
- Chair Joe Stockburger requested nominations for Board **Vice Chair** for 2025.
Board member Erica Doornek nominated Ali Pistora. Ali Pistora accepted the nomination. There were no additional nominations or additional discussion. A vote was taken and Ali Pistora was unanimously elected Board Vice Chair.
- Chair Joe Stockburger requested volunteers to serve as **HomeFront Liaisons** (2 positions) for 2025. It is believed the HomeFront Development Committee meets from 2:00 to 4:00 p.m. on the second Tuesday of each month at HomeFront (or quarterly?). Meetings are open to anyone interested.
Board member Erica Doornek volunteered to serve as a 2025 HomeFront Liaison on a quarterly basis.
Board member Hans Abbey volunteered to serve as a 2025 HomeFront Liaison on a quarterly basis.

Neighborhood Concerns & Happenings:

Wyeth said City Council meetings will be held in the Library's Community Room through February, then they will move into the Council Chambers on the 5th floor of the new City Hall.

Tam noted Rebecca Noell, past CD Board Chair, plans to apply for the vacant Ward 3 City Council seat. She encouraged anyone interested to consider writing a letter of support to the Mayor.

Wyeth commented that the 2025 Montana State Legislature started yesterday. He said he plans to keep the CD Board apprised of legislation as it progresses. Over 4,000 bills have already been drafted and will be moving through committees. Some of the "hot topics" this session are property taxes, Medicaid expansion, housing tax credits, etc.

Erica shared that the Library has a "Co+Lab" on the 2nd floor of the Library. "The Co+Lab is a hands-on, interactive space where you can explore new skills, learn cutting-edge technologies, and let your creativity flourish." It is open to everyone, not just teens. The lab is staffed. Some of the technology available to users are 3D printers, laser and die cutters, media production, sewing machines, etc.

Next Meeting: Board Chair Joe Stockburger adjourned the meeting at approximately 4:15 p.m. The next regular in-person meeting will be held at 3:00 p.m. on February 4 2025, in the Beartooth Meeting Room on the 5th Floor of the new City Hall, 316 North 26th Street.