

Community Development Board
Meeting Notes
August 4, 2009

Present: Emily Shaffer, Duane Loken, Kamber Parker, Kathy Walters, Sandy Weiss, David Goodridge, Jim Hartung, and Bill Kipp

Members Absent: Uriah Edmunds

Staff Present: Candi, Beaudry, Brenda Beckett, Wyeth Friday, Dina Billington, Doris Cole, and Lynda Woods

Others Present: Joanna Culver, Jessica Mowry, and Mike Dummeyer

The meeting was called to order at 3:01 p.m. by Chairman Loken who introduced Bill Kipp as the newest board member. Bill will complete the remaining term of Kathleen Gilluly. The remaining board members and staff introduced themselves. Joanna Culver, Jessica Mowry, and Mike Dummeyer, all AmeriCorps Volunteers in Service to America (VISTAs), introduced themselves.

Public Comments: Weiss asked if the people at the Overpass Motel at 6th and Central were assisted with their relocation when the motel was demolished. Beckett noted that several social services agencies assisted in relocation.

Beckett noted that there are four additional VISTAs in Billings that are part of the Billings Metro Vista Project (MVP). The VISTAs acknowledged them as Liz Jung, United Way, working on financial literacy; Bill Dickman, Salvation Army, working on developing a mentoring program; Clare Kain, Second Chance Homes; and Katie Woloszyk, Family Support Network.

Beckett noted that she prepared a new brochure for a foundation gathering that included Northwest Area Foundation, the Murdock Charitable Trust, Paul G. Allen Foundation, and the Robert Wood Johnson Foundation. The brochure marketed the Community Development Division, its partnering organizations, and current initiatives. Primary focus of the brochure is on the Homeless Initiative including the Mayor's Committee initiatives, the Billings Area Resource Network (BARN), and all its organizations.

Minutes: *Weiss moved to accept the minutes as written for May 5, May 22, and June 2 as they were written. Shaffer seconded.* Hartung discussed several revisions to be made to the minutes. Upon further discussion, *Weiss withdrew her motion. A motion was made by Goodridge, seconded by Walters, to approve the May minutes as corrected. Motion passed unanimously.* After more discussion of the June 2 minutes, action was delayed to September 1.

Housing Needs Analysis: Wyeth Friday, Planning Division Manager, discussed the 2010 Housing Needs Assessment process. He gave a brief background of the process and asked

that the CD Board provide feedback on the community survey attached to the back of his handout memo. He noted that the Housing Needs Analysis is completed every five years in preparation for the new 5-Year Consolidated Plan of the Community Development Division. Staff researched other entitlement communities in Montana and the analysis has been performed by internal staffing across the state. Staff has opted to do the needs analysis in-house this year since the Planning Division has access to all the necessary data and can compile the information quickly. After the project is complete, staff will do an interfund transfer in the amount of \$20,000 to Planning. Beckett noted that during the allocation process for FY2009-2010, notes on the allocation were included in funding reviews on accounts remaining. The cost for the analysis is the same as was spent in past years. Friday noted that the survey will be mailed out to 2,000 city addresses that are chosen randomly and geographically within the Billings city limits and its 5-year annexation growth area.

Beckett gave a brief background for the need to do a Housing Needs Analysis for the benefit of the new board member and the VISTAs. Hartung noted that he has comments on several of the questions and wanted to know how Friday would like to handle this feedback.

Allocation Process: Beckett discussed the allocation process. She passed two other grant applications around for reference and discussed volume, size, details, tabs, copies, etc. She also passed around the NSP acceptably formatted application. She noted that approximately 240 man-hours were collectively spent on the NSP application and no funds are received until the application is approved. In conclusion, staff feels the CDBG / HOME application is not asking too much from the applicants. Loken then gave an overview of the timeline for the application.

Update on Neighborhood Stabilization Program: Application in to the State waiting for approval. Beckett noted that NeighborWorks facilitated our application so that staff can access Bank REO properties that are in foreclosure.

Update on CDBG-R Application: No new information to report. Con Plan was approved through HUD so everything is in place for action once staff receives notification.

Staff Report: Staff reports were distributed.

Neighborhood Concerns: Shaffer noted that the North Park Neighborhood Task Force will hold its annual picnic and BBQ on Thursday. All are invited. She also noted that Code Enforcement is no longer attending task force meetings and she has a weed complaint. Cole took the address and will submit a complaint to Code Enforcement.

Set Next Meeting Agenda:

- Grafitti Trailer – September 1

The next meeting is scheduled for September 1, 2009. Meeting adjourned at 4:10 p.m.