

Community Development Board
Meeting Minutes
January 2, 2008

Members Present: Kathy Walters, Emily Shaffer, Jim Hartung, David Goodridge, Duane Loken

Members Absent and Excused: Kamber Kelly, Sandy Weiss, Uriah Edmunds, Kathleen Gilluly

Others Present: None

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

The meeting was called to order by Chair Loken at 3:00 pm. with introductions and welcome to Jim Hartung. A new list of board members was distributed. A moment of silence was observed out of respect for the passing of Russ Brown, Executive Director of the Community Housing Resource Board.

Public Comment Period: None

Minutes, elections, and re-allocation of CDBG and HOME funding items were delayed until later in the meeting when a quorum was present.

Allocation Procedures: Beckett distributed a tentative meeting schedule for 2008. Applications are online and are due January 23. Beckett explained why they are due on Wednesday rather than Friday as in the past. Loken discussed the process for the February meeting and the four weeks prior to the March meeting. The board's budget hearings will be March 20-21 from 9:00 a.m. to 2:00 p.m. For the benefit of Mr. Hartung, we then went into a brief discussion of the budget process. Beckett noted several changes that have been made to the process in the last few years.

Kings Green: Beckett discussed the provisions of the Kings Green infrastructure project and discussed different options for a Request for Proposals (RFP) to be released in February.

Meeting Minutes: *The minutes of the December 2007 meeting were approved unopposed on a motion by Walters, seconded by Shaffer.*

Election of Officers: *A motion was made, by Walters, seconded by Goodridge, and passed unopposed to elect Duane Loken as Chair of the CD Board for 2008. David Goodridge was elected Vice Chair unopposed on a motion made by Shaffer, seconded by Walters.* The appointment of CHRB liaison was tabled until more members are present and we have a better understanding of the direction CHRB will be heading in the future.

Beckett then discussed what the CD staff has offered to CHRB to help them in the interim. She discussed the FHIP grant and having another organization apply for the FHIP grant in the future and the City would step down.

Re-allocation of Funding: Billington reported that 32 new homeowners were assisted with down payment and closing costs since July 1 and the First Time Home Buyer Program is out of funding. She then requested the board approve an additional \$100,000 from CDBG and \$100,000 from HOME Affordable Housing funds to be reallocated to the First Time Home Buyer program. This would leave a combined \$396,607 in the Affordable Housing funds. ***A motion was made by Goodridge, seconded by Walter, and passed unopposed to forward staff recommendation to City Council to move \$200,000 from both the CDBG and HOME Affordable Housing funds to First Time Home Buyers.***

Staff Updates: Cole reported on the mass mailing to task forces about how they would like to receive their newsletters, whether by hardcopy or email or not at all. All newsletters will be available on the website on a current basis once the city's new website is complete.

McNamara reported that she has just completed the Safe Routes to School grant application for an Elementary Schools Safe Routes Evaluation Study.

Beaudry discussed the new ad hoc Workforce Housing Committee. She solicited for a CD Board member to apply for a position on this committee. She noted that the deadline for applications is January 28, 2008, with a targeted startup date of February 2.

Beckett reported that the Analysis of Impediments to Fair Housing Choice is available online on the city website. Staff is going through it at this time and will report on it in either February or March. She noted that the Mayor's Committee is sponsoring a Pioneer Human Services conference will be February 13-14. The Mayor's Committee would like to model them for a service like that in Billings. Beckett passed around before and after pictures of a Rebuilding Together house and noted the personal aspect of the projects. Sage Towers Development Agreement has been signed and recorded and funds (\$175,000) have been committed to this project. An update on High Sierra repayment from homeWORD was provided. Southern Lights is still under construction. homeWORD will be coming back to the board in February to request another \$200,000 for this project. Beckett reported that the office was advised of a 3% decrease in funding in both CDBG and HOME funds for FY2008-09. The city will be receiving \$264,000 for a Housing First project from Federal Appropriations. An RFP will go out for this project once the city receives and an additional \$300,000 from the Food Stamp Program will be added to the project.

McNamara then noted that Passages is beginning culinary arts training for its residents.

Neighborhood Concerns: Loken noted that Young Families has issued a personal invitation specifically to the CD Board to an open house of its new facility on Friday, January 4, 2008, at 9:00 a.m. Beckett will send an email to Tina Volek, City Administrator, regarding the open house.

The meeting was adjourned at 4:30 p.m. on a motion by Walters, seconded by Goodridge.