

**Community Development Board**  
Meeting Minutes  
December 1, 2009

**Present:** Emily Shaffer, Duane Loken, Uriah Edmunds, Jim Hartung, Bill Kipp, and Kamber Parker

**Members Not Present:** Kathy Walters, Sandy Weiss, and David Goodridge

**Staff Present:** Brenda Beckett, Dina Billington, Doris Cole, Jessica Mowry, and Mike Dummeyer

**Others Present:** Mike Chambers – Rural Collaborative, Andrea Davis and Heather McMilan – homeWORD, and Amber Field and Patty Webster – Housing Authority of Billings

The meeting was called to order at 3:15 p.m by Duane Loken, chairperson. Introductions were made.

**Public Comments:** None.

**Minutes:** *Hartung moved that the minutes of November 3, 2009, be approved. Shaffer seconded the motion and it passed unanimously.*

**Staff Reports:** Staff reports were distributed. No other reports were given by staff. Hartung commented on the Housing Rehabilitation program and it was noted that funds are 50% committed for FY2009-2010. Beckett noted that she is working on office procedures and that Woods will be taking over the homeless initiatives.

**homeWORD:** Beckett gave a brief background on the homeWORD application, which is in response to the technical assistance received by the CD regarding the workout plan for the lost affordable housing on High Sierra. Davis gave background on properties held by homeWORD in Billings. She noted that there are two vacancies at Southern Lights currently and that Metro Property Management is working with them to fill the vacancies. Davis also noted there will be no rent increase next year. She then went on to explain homeWORD's application and that no specific site(s) have been chosen for their project since the City is waiting for HUD approval of the workout plan. She noted that the homes chosen will have \$80,000 to \$130,000 mortgages and will utilize HOME and possibly Neighborhood Stabilization funds to acquire and rehab existing housing or to purchase lots to construct new housing. Funding will be drawn out over a 3-4 year period. Staff recommends setting aside \$216,000 in affordable housing funds available and \$15,000 for an application for deposit assistance for the Housing Authority of Billings.

**Housing Authority of Billings:** Webster, Deputy Director of Housing Authority of Billings, reported on their application requesting \$15,000 in HOME funds for Tenant Based Rental Assistance (TBRA) for FY2009-2010, noting that the last award for funding was \$10,000 in FY07-08. Webster reported that they distribute \$2 million per month in housing assistance

payments. This request is for deposit assistance for households to get into affordable rental units. The Housing Authority assists over 1,000 individuals monthly and each applicant must be able to come up with half their security deposit before the Housing Authority will assist them. This is a one-time assistance program for Section 8 households.

***After much discussion, Parker moved to approve \$15,000 in HOME Affordable Housing funds to Housing Authority of Billings' TBRA deposit assistance program. Hartung seconded the motion. Motion approved unanimously.***

***Parker then moved that the remaining \$216,000 in HOME Affordable Housing funds to homeWORD for its affordable housing project. Hartung seconded the motion. Motion approved unanimously.***

Additional discussion ensued on CHDO funding and noted that there is an estimated 9% increase expected in CDBG funding next year.

***Edmunds moved to reserve \$243,000 over a three-year period of CHDO reserves to homeWORD for its affordable housing projects. Parker seconded the motion and it passed unanimously.***

Hartung then thanked everyone for coming to the meeting and answering the board's questions. It was very helpful.

**Neighborhood Concerns: None.**

Loken noted that a new chairperson would be elected by the board at the January 5, 2010, meeting.

It was noted that Interfaith Hospitality will be hosting an open house on December 11<sup>th</sup> at its Housing First project located at 1427 Avenue C.

It was announced that the new 2010-2011 CDBG / HOME applications will be available on Friday, December 5, 2009.

**Adjournment:** The next meeting is scheduled for January 5, 2010. Meeting adjourned at 4:46 p.m.