

**Community Development Board**  
Meeting Minutes  
January 5, 2010

**Present:** Emily Shaffer, Duane Loken, Uriah Edmunds, Jim Hartung, Sandy Weiss, and Kamber Parker

**Members Not Present:** Kathy Walters and David Goodridge

**Staff Present:** Candi Beaudry, Brenda Beckett, Dina Billington, Doris Cole, Lynda Woods, and Mike Dummeyer

The meeting was called to order at 3:00 p.m by Duane Loken, chairperson. It was announced that Bill Kipp did not renew his term.

**Public Comments: None.**

**Minutes:** *Hartung moved that the minutes of December 1, 2009, be approved. Parker seconded the motion and it passed unanimously.*

**Staff Reports:** Moved to end of meeting.

**Election of Officers:** *Hartung nominated Sandy Weiss for Chair. Weiss accepted the nomination and was elected on a unanimous vote. Shaffer nominated Jim Hartung for Vice-Chair. Hartung accepted the nomination and was elected on a unanimous vote.* Weiss then took over as chair for the rest of the meeting.

**Neighborhood Stabilization Program (NSP):** Beckett announced that the NSP application was approved by the State two weeks ago and that she is currently reading the manual. She noted that two properties have been identified for the NSP. One is on Morgan and the other is in the Heights. She noted that NSP review of properties will be a standard item on the agenda in the future so the properties can be discussed by the board before they go to City Council. This program is a 100% grant program which is 100% forgiven over time. This is a 50% Area Median Income (AMI) targeted program which means that people up to 50% AMI will have priority in this program. She noted that the division is keeping a log of foreclosures noticed in the Billings Times and to date there are 32 properties that will be in foreclosure completion by the first of March. The City's application was for \$2 million but funding is awarded on a house by house basis.

**Staff Reports:** Staff reports were distributed and discussed. Woods reported that she has enough funds for four more housing rehab slots. Woods noted that she is out of Tree, Paint, and Minor Home funds. Woods noted that she has seven applications ready to go in the Tree Program and the money will be committed if the program is funded in FY2010-11. Ten CDBG-R projects are in the works: three acquisition / weatherization and seven energy upgrades.

Hartung asked for additional information on the Christmas Flashmob. Dummeyer noted that the video is available at <http://www.youtube.com/user/illuminatepoverty>.

**homeWORD Update:** Staff has received an acceptance letter from HUD for the workout plan which includes approximately \$46,000 repayment to the city which is the amount of net proceeds lost during the settlement of the four units at High Sierra. HUD also considered the extended timelines for the Acme Hotel and Southern Lights to make up for the affordability years for the units that were lost. The next step is for homeWORD to develop a project for the CHDO earmarks that are set aside for them. A pre-development loan agreement will be made for the \$25,000, which is forgivable if no project is developed. However, if a project is developed, homeWORD would have to payback the \$25,000 within a certain amount of time. The agreement will have to go through the Legal Department before it goes to City Council and Beckett does not anticipate any action on this for a couple of months. CHDO funds of \$23,000 must be committed via contract before June 30, 2010 and an additional \$80,000 must be in a written contract by April 2011, according to HUD.

**Tentative Schedule:** One change was made to the tentative schedule. The November 2<sup>nd</sup> meeting was moved to November 9<sup>th</sup>. Beckett noted that staff is required to develop a new 5-Year ConPlan with new strategies and performance measures and has distributed a draft document to the board for review and comment. She noted that the ConPlan will be in its public comment period the middle of March through the April action process by City Council. She then discussed the preliminary revenue projections.

**VISTA Project Application:** *Hartung moved that the board authorize submission of an application for AmeriCorps VISTA project and authorize city staff to negotiate and finalize the project, if awarded.* Parker seconded the motion. It was noted that the Corporation for National Community Service (CNCS) will be funding the project. Community Development Division is required to supply office space, furniture, supplies, and equipment necessary to complete the project. The Division negotiated with the city on its cost allocation to be able to supply these items to the VISTA project. ***Motion passed unanimously.***

**Neighborhood Concerns:** Shaffer noted that the North Park Neighborhood Task Force is struggling. Both the chairman and treasurer have resigned and people are not attending the meetings. She noted that all the task forces are having problems because there are no issues to discuss that concern the neighborhood.

**Adjournment:** The next meeting is scheduled for February 2, 2010. Meeting adjourned at 4:05 p.m.