

Community Development Board
Meeting Minutes
April 6, 2010

Present: Emily Shaffer, Duane Loken, Jim Hartung, David Goodridge, Kamber Kelly, Uriah Edmunds, and Sandy Weiss

Staff Present: Brenda Beckett, Dina Billington, Lynda Woods, and Doris Cole

The meeting was called to order at 9:00 a.m. by Sandy Weiss, chairperson.

Announcements: Loken asked if anyone had attended the March 26th invitational at Young Families Early Head Start. Shaffer noted that Billington and she were the only two in attendance and that the new space looks nice. One room is being used as a playroom and the other two rooms are currently vacant because they were unable to obtain a grant for needed equipment for the rooms. They expect to have them occupied in the near future. Hartung inquired about courtesy letters to former board members. Beckett noted that the Mayor sends a letter thanking former board members.

Beckett noted that the draft 5-Year Consolidated Plan and the draft One Year Action Plan are published on the city's website. Handouts for the meeting include: Monthly Staff Report for March 2010; Final Revenue FY 2010-2011; All Task Force Rankings – Combined; Expenditures, Quarter 3; Goals for Five-Year Consolidated Plan; and CD Board Recommendations Worksheet. Jessica Mowry made new Welcome Home Billings brochures and bookmarks which are in the center of the table, along with the AmeriCorp VISTA plan for the six-month review. The AmeriCorp Vista plan has generated about \$100,000 so far.

Public Comments: None.

Minutes: *A motion was made by Hartung, seconded by Kelly, to approve the minutes of the February 2, 2010 meeting. Motion passed unanimously. A motion was made by Hartung, seconded by Kelly, to approve the minutes of the March 2, 2010 meeting. Motion passed unanimously.*

Staff Reports / Neighborhood Stabilization Properties Review: Beckett reported that we now have the City Administrator's signature authority to \$150,000 approved by City Council on March 22, 2010. On Thursday, April 8, an ad will be placed in the Billings Times that the city will be reviewing foreclosed and abandoned properties. New guidelines were received from HUD on the definition of foreclosed and abandoned properties so we need to reconfigure how to incorporate that. Beckett also noted that foreclosures are not slowing down.

Drafted Consolidated Plan Review: Beckett reviewed the process and that she reformatted the plan to flow better. She noted that the regulations are being tightened and noted that Section 3 requirements required that all new contractors need to market new jobs to low-income persons in the area. The draft Con Plan is on the city's website at

<http://ci.billings.mt.us/DocumentView.aspx?DID=5542> and the draft One Year Action Plan is at <http://ci.billings.mt.us/DocumentView.aspx?DID=5541>.

Staff Recommendations Report: Final revenue was discussed. Also, the Quarter 3 Expenditure report notes several projects will be reprogrammed to create additional funding for FY2010-2011. The restrooms for the downtown skatepark were approved by City Council and the restrooms are scheduled for installation in May. Beckett then discussed staff budget recommendations for Housing and Neighborhood activities.

Loken moved to accept staff recommendations for funding for HN-1 through HN-14. Parker seconded the motion and the motion passed unanimously.

Budget Recommendations: *After discussion of public services activities, the following recommendations were made on a motion by Hartung, seconded by Parker. Motion passed unanimously.*

CDBG GRANT HISTORY		THREE YEAR Requests	FINAL Recommend
PUBLIC SERVICES	PS - 1	Big Sky Prevention of Elder Abuse	\$30,000
	PS - 2	Big Sky Senior Helping Hands	\$30,000
	PS - 3	Community Housing Resource Board	\$16,312
	PS - 4	Easter Seals - PLAY Project	\$25,175
	PS - 5	Family Service, Inc.	\$30,000
	PS - 6	Friendship House	\$15,000
	PS - 7	Interfaith Hospitality Network	\$30,000
	PS - 8	Tree Program	\$0
		\$220,175	\$141,487

The board found it difficult to fund both PS-1 and PS-2 because the organization would have received almost 50% of the total funding available. The board did, however, want to encourage

Big Sky Prevention of Elder Abuse to apply next year for funding. The board also encouraged staff to apply for tree funds next year.

Neighborhood Concerns & Happenings: Hartung commented on the efforts of the task forces to reduce mailing costs of their newsletters. Loken thanked staff for all their hard work for everything they do.

Adjournment: The next meeting is scheduled for May 4, 2010. Meeting adjourned at 10:53 a.m.