

Community Development Board
Meeting Notes
December 7, 2010

Present: Tom Mahlen, Emily Shaffer, Jim Hartung, Kamber Kelly, Duane Loken, Kathleen Candelaria

Not Present/Excused: Dave Goodridge

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

Call to Order: The meeting was called to order by Vice-Chairperson Jim Hartung at 3:05 p.m.

Announcements:

- The Community Development (CD) Division's 2011-2012 application for funding is now available on-line.
- There are currently three vacancies on the Community Development Board.

Public Comment: None.

Minutes: Minutes of the October 5, 2010 and notes of November 9, 2010 meetings of the CD Board were unanimously approved on a motion by Kelly and seconded by Loken.

Staff Reports / Neighborhood Stabilization Properties (NSP) Review: Beckett reported that payments and inspections on the houses are progressing. Both the Lynn and Custer properties had to be abated due to the amount of funding for the rehabs. The Cambridge property has a new roof, new windows, and carpets removed. Beckett then discussed the Custer house changes.

Woods reported that the rehab program is 46% committed and that four that are in the final bidding process and should be closed in the next few weeks. Minor Home Repair has had some program changes to enforce funding uses to emergency repairs and minor repairs to mobile homes that are less than 30 years old. These changes have decreased the demand for this program. Paint is 38% committed and CDBG-R is 100% committed with two projects still open. Woods also announced "A Heart Without" set for December 10th at 7:00 p.m. at Venture Theater. This program consists of eight monologues of real stories of homelessness and poetry and will benefit Project Homeless Connect, which is slated for January 27, 2011, at the Shrine Auditorium.

Billington reported that the First Time Home Buyer Program is still going strong and applications are still being received. There is enough funding for another 10-12 purchases. Lending rules are much stricter and it is harder to find qualified people to

purchase property. Beckett noted that a goal of the division is to be able to provide this program year round.

Application Guidelines: Beckett gave an overview of the application guidelines noting that she had completely rearranged the guidelines so they flowed better. She then discussed each section and the changes that were made. Beckett also previewed the revamped and updated Grantee Toolbox website and discussed its easier access.

Special Assessment Grant Program (SAG): Billington reported that she has been researching Special Assessment Grant programs in other communities and reported that Billings is one of a very few who have such a program. She stated that Fargo ND has a minimum grant of \$500 and that Oregon has an age limit of 65 to utilize the program. Our program is intermittent and not administered consistently. It also needs to be revamped to be more consistent with federal regulations. This program is very popular with our constituents and assists engineering in planning replacements for curbs, gutters and sidewalks. Further discussion was held on the program parameters.

Neighborhood Concerns & Happenings: None.

Set Next Meeting Agenda & Adjournment: Next meeting will be January 4, 2011, in the large conference room. Duane Loken was presented with a Certificate of Appreciation for his eight years of service on the Community Development Board. Sparkling cider and fruit were served and Loken offered a few words to the board members. Meeting adjourned at 4:13 p.m.