

Regular Meeting of the Community Development Board  
November 13, 2012

**Board Members Present:** Kamber Kelly, Emily Shaffer, Martha Sanford, Fred Button, Kathleen Candelaria, Patt Leikam.

**Absent Board Members:** Cindy Sanders, Trent Currie

**Staff Present:** Brenda Beckett, Lynda Woods, Dina Harmon, VISTA Kelly Fessler, VISTA Andrew Proctor

**Welcome / Introductions / Announcements:** The Community Development Board met at its regular monthly meeting located in the 4<sup>th</sup> Floor Large Conference Room, Parmly Billings Library, 510 N. Broadway, Billings, Montana. Chair Kamber Kelly called the meeting to order at 3:06 p.m. Brenda Beckett announced Denise Bohlman accepted a new position within the city as the Deputy City Clerk.

**Public Comment:** None.

**Meeting Minutes:** *Martha Sanford moved that the minutes of the October 2, 2012 meeting be approved as written. Kathleen Candelaria seconded. Motion carried.*

**Staff Reports:**

**Neighborhood Stabilization Program** – Lynda Woods reported rehabilitation has begun on 648 Conway. Dina Harmon reported 1128 Lynn closed on October 31<sup>st</sup>.

**Housing Rehabilitation Programs** – Lynda Woods stated the housing rehab programs got off to a slow start, but are going.

**First Time Home Buyer** – Dina Harmon reported there is currently enough CDBG funds to assist approximately 7 more households.

**Billings Metro VISTA Project** – Brenda Beckett reported several new VISTA's will be placed in January. She is currently looking for affordable housing for the new VISTA members.

**CDBG & HOME Application Guidelines & Application:** Brenda Beckett gave a presentation about the changes for FY 2012-2013 CDBG and HOME Guidelines and Application. Applications from CD staff would be the same as last year with the exception of a new application for VISTA support. Emily Shaffer asked how much funding would be requested on the VISTA Application. Brenda Beckett explained she would apply for \$30,000 to \$50,000. She also explained the total value to date of the project is \$2.7 million with 62 VISTA members being placed and 18 non-profit organizations receiving support.

Funding estimates for next year are \$645,000 for CDBG and \$520,000 for HOME. The CHDO requirement will be \$43,000. Other changes would be a regular meeting rather than budget hearings for two days. Site visits by the board members will more than likely not be needed this upcoming year.

**January CD Board Meeting:** *January 1<sup>st</sup> CD Board meeting would need to be rescheduled as it falls on New Year's day and all City offices will be closed. Patt Leikam made a motion to move the January CD Board meeting to Tuesday, January 8<sup>th</sup>. Martha Sanford seconded the motion. Motion carried.*

**Neighborhood Concerns and Happenings:** Patt Leikam asked if board members should be doing something to get their task forces more involved. Brenda Beckett explained the Task Forces have been moved under the Planning Department and Candi Beaudry would be the contact for Task Force questions.

**Tentative Schedule:** Next Board meeting is scheduled for Tuesday, December 4<sup>th</sup>, 2012, at 3:00 p.m.

Meeting adjourned at 3:50 p.m.