

Regular Meeting of the Community Development Board  
February 5th, 2013

**Board Members Present:** Emily Shaffer, Cindy Sanders, Martha Sanford, Fred Button, Kamber Kelly, Katrina Kruger

**Excused Board Members:** Trent Currie, Patt Leikam, Kathleen Candelaria

**Staff Present:** Brenda Beckett, VISTA Leader Aundi Hunter, VISTA Kelly Fessler, Gina Simonetti

**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 3:00 p.m. New staff employee Gina Simonetti was introduced to all and welcomed!

**Public Comment:** None.

**Meeting Minutes:** *Fred Button moved that the minutes of the January 8, 2013 meeting be approved as written. Martha Sanford seconded. Motion carried.*

**Staff Reports:** Reports were sent out from December which everyone received. Staff reviewed and there were no questions from the Board.

**Preliminary Budget Review:** Brenda Beckett explained the Status of CDGB/HOME accounts and projected revenues for both programs. There are several activities slated for re-allocation, including the Property Management accounts as HUD has instructed staff to cease spending CDBG funds to maintain lots on South 27<sup>th</sup> Street. Staff has drafted a Council memo requesting the proceeds from the recent sale of Block 245 to reimburse the Division for the appraised value of the land, so there may be additional funding to budget for this upcoming year.

Projected revenues include a 8.2% decrease in funding source factored in for both CDBG and HOME. Public Service Cap is \$106,903 (should the Board decide to allocate in this area) and \$141,551 must be allocated for the Housing Rehabilitation Revolving Loan Fund. Total estimated funding available in CDBG & HOME is \$1,309,272; a slight increase over last year's allocation amount.

All current CDBG and HOME grantees have been notified of HUD's new Integrated Disbursement Information System (IDIS) red flag system and several accounts have current draws. Staff will be needing to log into the IDIS system and check for any activities designated with the 'red flag'; activities with no recent draws or outcomes reported.

Brenda Beckett explained the identified need to increase Homewood's Community Housing Development Organization (CHDO) allocation, as a shortfall was discovered in reserves as a result of staff's subsidy layering process. The City has remaining CHDO funding from FY2012-2013 in addition to another mandatory allocation pending for 2013-2014. Staff will likely recommend an increase in Homewood's CHDO allocation and commit the funding via revised Development Agreement. The project will be reviewed next month with the Community Development Board.

**CDBG/Home Applications:** The FY2013-2014 CDBG & Home Program Applications generated by staff were handed out. The only new application is the VISTA Administration which would support a cost share position specific to the Division to support the homeless initiatives. Site visits are necessary this year.

**Neighborhood Concerns and Happenings:**

None.

Kamber Kelly adjourned meeting.