

Regular Meeting of the Community Development Board
March 12th, 2013

Board Members Present: Emily Shaffer, Cindy Sanders, Martha Sanford, Fred Button, Kamber Kelly, Katrina Kruger, Trent Currie, Patt Leikam

Excused Board Members: Kathleen Candelaria

Staff Present: Brenda Beckett, VISTA Leader Aundi Hunter, VISTA Kelly Fessler, VISTA Jessie Obee, Candi Beaudry, Lynda Woods, Dina Billington-Harmon, Gina Simonetti

Welcome / Introductions / Announcements: The Community Development Board met at its regular monthly meeting located in the 4th 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. Jessie Obee shared information regarding Project Homelessness including brochures, dates of the play, and information for people interested in sponsoring.

Public Comment: None.

Meeting Minutes: *Cindy Sanders moved that the minutes of the February 5, 2013 meeting be approved as written. Emily Shaffer seconded the motion. Motion carried.*

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

- **Kings Green Subdivision:** Two houses were closed and buy/sells on four more will close in a few weeks.
- **First Time Homebuyers:** There is still enough money for one more home because the last one fell through.
- **Neighborhood Stabilization:** Conway House is almost done; inspection will be done next week.
- **Housing Rehabilitation Program:** Advertising is being done; number of calls has been going up.
- **Billings Metro VISTA Project:** AmeriCorps Week is 9th-17th including a luncheon on the 12th.

Homeword – Pheasant Home: 15% of allocation must go into a CHDO account. \$95,191 additional funds have become available and looking to allocate those additional funds toward Pheasant Home. This will have a partnership with Housing Authority of Billings. There would be four buildings with four units in each at Whitetail.

Fred Button motioned the allocation of \$95,191 for CHDO funding. Trent Currie seconded it. Motion carried with six for the motion and one abstained (Emily Shaffer).

Subordination Policy: Housing Rehabilitation Program gets at least one subordination policy per year that goes all the way to City Council. Three criteria must be fulfilled in order to request subordination: only one subordination policy can be done, three years must have passed since rehabilitation loan, and must qualify by 80% of the area median income household income to be considered to request subordination.

Review of CDBG/HOME Funding Requirements: The \$128,000 CDBG land transfer should be available July 1st through HUD's line of credit for the City. There is \$887,000 to allocate for the upcoming year. Brenda Beckett recommended that administrative capacity is at the maximum allowed. VISTA administrative support would be \$50,000 to support staff, equipment, and cost share people for the City's Initiative. Housing Rehabilitation will get \$350,000 and the remaining money would go to manufactured home repair. HOME administration would get the maximum allowed, \$48,000 to Homeword and First Time Homebuyer would receive the remaining money.

Neighborhood Concerns and Happenings:

502 S 33rd Street, Irma House, is appraised for \$172,000 with 6,000 interior ft² and bids can be submitted. Emily Shaffer questioned if the North Park Task Force Meeting was happening. Kamber Kelly adjourned meeting.