

Regular Meeting of the Community Development Board
April 2, 2013

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

Excused Board Members: Trent Currie, Cindy Sanders

Staff Present: Brenda Beckett, VISTA Leader Aundi Hunter, VISTA Kelly Fessler, Lynda Woods, Dina 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. Community Development will be moving to the Miller Building on the 6th floor sometime after July 1st. City Council dedicated \$250,000 to fund First Time Homebuyer loans.

Public Comment: None.

Meeting Minutes: *Patt Leikam moved that the minutes of the March 5, 2013 meeting be approved as written. Martha Sanford 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.

- **Neighborhood Stabilization:** Conway House is almost done; inspection will be done next week.
- **Billings Metro VISTA Project:** AmeriCorps luncheon was a big success – thanks to all that attended.

Drafted Consolidated Plan Review & Approval: Several new sections of the draft consolidated plan. The draft document is currently online until April 22nd for the 30 day public review. Parts of the analysis of impediments plan have come in and finalization is pending. Community Development will continue working to expand housing choices, continue to work with enforcement agencies like Montana Fair Housing.

Martha Sanford moved that the draft consolidated plan be approved. Katrina Kruger seconded the motion. Motion carried.

Staff Recommendations Review & Budget Recommendations: 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. VISTA administrative support would support staff, equipment, and cost share people for the City's homeless initiative. Housing Rehabilitation will get \$350,000, \$250,000 would be allocated to the Foreclosure Acquisition / Rehabilitation program and the remaining money would go to the Manufactured Home Repair program. HOME administration would get the maximum allowed, \$48,000 to Homeword and First Time Homebuyer would receive the remaining money.

Fred Button moved that the budget recommendations be approved. Martha Sanford seconded the motion. Motion carried.

Subordination Policy: Homeowners must provide financial documentation demonstrating household income at or below 80% of the area median income, subordination may not be requested within three years of the Rehabilitation Loan origination, and a copy of an appraisal must be submitted.

Patt Leikam moved that the subordination policy be approved as changed. Katrina Kruger seconded the motion. Motion carried.

Neighborhood Concerns and Happenings: None.

Kamber Kelly adjourned meeting and the next meeting is set for May 7th.