

Community Development Board  
Meeting Minutes  
March 4, 2008

Members Present: Kathy Walters, Kamber Kelly, Emily Shaffer, Jim Hartung, Sandy Weiss, Uriah Edmunds, Kathleen Gilluly, David Goodridge

Members Absent and Excused: Duane Loken

Others Present: Council Member Jim Ronquillo, Lucy Brown & Gib Glasson, Housing Authority of Billings

Staff Present: Candi Beaudry, Brenda Beckett, Dina Billington, Sarah McNamara, Doris Cole, Joe Fedin, David Green

The meeting was called to order by Kathy Walters with a reminder that the next meeting will be held on Monday, March 31. Acknowledgement was made of those present.

**Public Comment Period:** None.

**Minutes:** The minutes of the last meeting were approved unopposed as distributed on a motion made by Weiss, seconded by Gilluly.

**Funding Request to re-allocate Galles Building allocation to the Skate Park** – Joe Fedin gave brief background. The Parks Department would like to re-allocate the funds for the Galles Building to provide restrooms for the Skate Park. A motion made by Weiss, seconded by Gilluly, was passed unopposed to move the funds from the Galles Building to the Skate Park restrooms.

**Housing Authority Site Development Application for Lake Elmo Project** – Beckett gave a brief description of the request for \$62,000. CD Board will take action on the staff recommendation for this project. During discussion, Edmunds gave a synopsis of the project as given to the Heights Community Development Task Force. After further discussion, it was moved by Edmunds, seconded by Weiss, to fund the Site Development Application for the Lake Elmo Project with a \$62,000 grant. Motion passed unopposed.

**Develop Questions for Budget Hearings:** Beckett gave a brief background of the application process for the new member's benefit. During the discussion, it was decided not to ask general questions. Specific questions were compiled for individual organizations. The questions developed are:

- **BIG SKY PREVENTION OF ELDER ABUSE & BIG SKY SENIOR HELPING HANDS – None**
- **BIG SKY EDA - SMALL BUSINESS CENTER** - If the mill is increasing in Yellowstone County each year, do you really need this funding to support your program?

- **COMMUNITY HOUSING RESOURCE BOARD** - None.
- **EASTER SEALS - Play & Language for Autistic Youngsters** - Why did you start a program without securing sustainable funding and what is your plan to sustain the program long-term?

How many children need this service in the community?

- **FRIENDSHIP HOUSE** - None.
- **HOUSING AUTHORITY - LAKE ELMO INFRASTRUCTURE PHASE I & SECTION 8 DEPOSIT ASSISTANCE** - For Section 8 Deposit Assistance: What other funding sources are dedicated to this project?
- **homeWORD - Homebuyer Education** - None.
- **HRDC GROWTH THRU ART, HARMONY HOUSE, AFFORDABLE HOUSING** - **HRDC - GROWTH THRU ART**  
What is the most money (in one year) one of your artists has made?

#### **HRDC - HARMONY HOUSE**

Does this program duplicate services already provided in the community?

#### **HRDC - AFFORDABLE HOUSING**

How do you envision people getting qualified to purchase the houses?

- **LIFTT - WHEELCHAIR RAMPS** - Do you have any specific plans for fundraising to increase leveraging for the wheelchair ramp program specifically?
- **YELLOWSTONE HEALTH PARTNERSHIP - MEDICATION ASSISTANCE PROGRAM** - None.
- **REBUILDING TOGETHER** - None.
- **SCOTTISH RITE CLINIC - SCHOLARSHIP PROGRAM** - Are these services provided by the School District and if not, why?
- **SOUTHGATE COP SHOP** - None.
- **TUMBLEWEED - STREET OUTREACH PROGRAM** - None.
- **YCCOA - RESOURCE CENTER AND MINOR HOME REPAIR** - What is your plan to expend the CDBG funding you already have from previous years? If it's been spent, please provide current balances of all previous years funding.

If the mill is increasing in Yellowstone County each year, do you really need this funding to support your programs?

- **YOUNG FAMILIES EARLY HEAD START** - Building Addition Only - Do you already have the additional funding leveraged for the building? If not, when do you anticipate being able to raise this funding?

Will school district cuts affect the funding for the building or your services?

- **YWCA** - None.

**Housing Authority of Billings – Westchester Square Project** – Lucy Brown thanked the CD Board for all their hard work for the community. She then introduced Gib

Glasson and gave a brief background on both of them. Brown gave additional information, not included on HAB's application, about the project noting the sources of funds it use and what has been completed to date as far as the architect, land purchase. She discussed the match requirements utilizing \$300,000 in a HOME fund grant, \$250,000 which includes the land from Housing Authority. The land was purchased for \$31,000 in 2002. The land currently has an estimated value of \$53,000 to \$60,000. An appraisal is currently being conducted and will be used for match funds as well as \$22,000 in non-federal cash from the Housing Authority. The Housing Authority will leverage about \$250,000. Details will be presented in the construction budget as the project is developed. Architect fees will be \$27,000 - \$28,000, based on construction costs.

Five percent of the development must meet 504 Accessibility Standards for people with disabilities; that is, wheelchair access, hearing and sight impaired. One 3-bedroom unit will be completely handicapped accessible and two 2-bedroom units will be universal design. It is estimated that the cost of the units will be no more than \$135/sf. Everything will be Energy Star. The building will remain affordable for its entire life and will be held by the HAB Development Corporation, which is a subsidiary of Housing Authority.

**Staff Updates:** Beckett distributed copies of the draft Action Plan and noted that she is working on the Consolidated Plan.

The meeting was adjourned at 5:05 p.m. on a motion by Walters, seconded by Gilluly.