

Regular Meeting of the Community Development Board
January 7, 2014

Board Members Present: Patt Leikam, Katrina Kruger, Kamber Kelly, Trent Currie, Fred Button, Martha Sanford, Neil Kiner, Michele Zahn

Unexcused Board Members: Kathleen Candelaria

Staff Present: Brenda Beckett, Lynda Woods, Dina Harmon, Gina Simonetti, Candi Millar, VISTA Leader Aundi Hunter

Welcome / Introductions / Announcements: The Community Development Board met at its regular monthly meeting located in the 6th Floor Conference Room, Miller Building, 2825 3rd Ave North, Billings, Montana. Chair Kamber Kelly called the meeting to order at 3:00 p.m. New board members Neil Kiner and Michele Zahn introduced themselves. VISTA Kalyn Yasutake shared information regarding a survey on homelessness that she would like everyone to participate in, if possible, that can be found online. Accommodations can be made for those that do not have internet access.

Public Comment: None.

Meeting Minutes: *Patt Leikam moved that the minutes of the November and December meetings be approved as written. Trent Currie seconded. Motion carried.*

Election of Officers: Martha Sanford nominated Kamber Kelly for Chair and the nomination was seconded. Motion carried. Martha Sanford nominated Pat Leikam for Vice Chair. Trent Currie seconded. Motion carried.

Staff Reports: The monthly reports were sent out from November which everyone received. Staff reviewed and there were no questions from the Board.

- **Billings Metro VISTA Project:** There are ten incoming VISTA's for January. For Martin Luther King, Jr. Day, the VISTA's will be volunteering at Billings Community Connect which will take place January 24, 2014 from 9am-4pm at the Shrine Auditorium. Sign up to volunteer at www.youcanvolunteer.org.
- **First Time Homebuyer:** \$175,000 in CDBG funding was transferred from the Manufactured Home Repair program to assist up to 14 additional households acquire their first home.
- **Home Repair Programs:** City Council approved the transfer of \$175,000 in funding from the Manufactured Home Repair Loan program to the First Time Home Buyer program.
- **Foreclosure Acquisition / Rehab Program:** The construction agreement has been signed with Van Arsdale Construction for the new property, located at 2101 10th Avenue North.

Allocations Process & Estimated Revenues – Review: Beckett explained the budget estimates for HOME and CDBG. Patt Leikam suggested Task Force meetings become more of an educational process to inform people what the programs are being offered in Community Development. Also, it is recommended that a board member also attends with staff. There has been approximately \$12,000 in Housing Rehab repayments from January 1 to June 30, 2013. There has been over \$115,000 in First Time Homebuyer repayments over the past six months.

Community Development Applications Review for FY2014-2015: Beckett went over programs City staff will be applying for, including First Time Homebuyer program and Housing Rehab program, as well as Administration, Foreclosure Acquisition / Rehab, VISTA and CHDO. There will also be an application for the Manufactured Home Repair Program. Applications are due January 15th.

Neighborhood Concerns and Happenings: None.

Kamber Kelly adjourned meeting and the next meeting is set for February 4th.