

Regular Meeting of the Community Development Board  
May 6, 2014

**Board Members Present:** Kamber Kelly, Fred Button, Neil Kiner, Michele Zahn, Kathleen Candelaria

**Excused Board Members:** Patt Leikam

**Unexcused Board Members:** Katrina Kruger, Martha Sanford, Trent Currie

**Staff Present:** Brenda Beckett, Lynda Woods, Dina Harmon, Gina Simonetti, Candi Millar

**Welcome / Introductions / Announcements:** The Community Development Board met at its regular monthly meeting located in the 6<sup>th</sup> Floor Conference Room, Miller Building, 2825 3<sup>rd</sup> Ave North, Billings, Montana. Chair Kamber Kelly called the meeting to order at 3:00 p.m. Ramani Arnett with Division Mortgage introduced herself and was present for the First Time Homebuyer Subordination item.

**Public Comment:** None.

**Meeting Minutes:** *Fred Button moved that the minutes of the April meeting be approved as written. Kathleen Candelaria seconded. Motion carried.*

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

- **Billings Metro VISTA Project:** Five summer VISTA associates have signed on for service beginning in June so far and 2 have accepted positions for the July full year position.
- **First Time Homebuyer:** There is still enough funding available for about five homes through CDBG funding and about another two homes through HOME funding.
- **Foreclosure Acquisition / Rehab Program:** Rehabilitation is complete on the 2101 10th Avenue North property.

**First Time Homebuyer Subordination:** A First Time Homebuyer (FTHB) recipient that received assistance in 2005 requested the City subordinate its \$10,000 loan in order to refinance their first mortgage. The policy for the FTHB program is that the City of Billings does not subordinate to new loans even if it is a straight refinance.

*Fred Button moved to follow staff recommendation and not approve the request. Neil Kiner seconded. Motion carried. Patt Leikam voted by email for denial also.*

**Fair Housing Plan & Accomplishments:** Brenda Beckett went over the City's fair housing impediments and response matrix which is an internal accomplishment tracking mechanism utilized by staff which is available in the Community Development Office for viewing. There continues to be a shortage of affordable housing to holders of Housing Choice Vouchers in the areas of Billings where the proportion of public school students from lower-income households is relatively low. Collaboration with Housing Authority has begun in order to establish a housing center and educate individuals.

**FY2014-2015 Annual Action Plan:** There were two presentations for the City Council - Work Session (April 21st) and on the Public Hearing meeting (April 28<sup>th</sup>). Council Members questioned what else could be done to help. Two positions were reclassified in Community Development; a Grants Technician position for the VISTA program in order to manage the program and another Grants Technician (half-time staff member) to assist with monitoring and compliance in federal programs.

*Fred Button moved that the Annual Action Plan plan be approved. Kathleen Candelaria seconded the motion. Motion carried.*

**Allocation Process Review:** Staff would like to complete the allocation process a few weeks earlier next year. Additionally, discussions took place about if a CD board member should still attend Task Force

Meetings with City Staff. It might be more beneficial to do education seminar or meet with the Task Force Chairs in order to specifically discuss Community Development items.

**June / July Meetings:** Agenda items were discussed for both meetings to determine if the meetings can be cancelled.

*Fred Button moved that the June meeting be cancelled. Kathleen Candelaria seconded. Motion carried.*

*Neil Kiner moved that the July meeting be cancelled. Kathleen Candelaria seconded. Motion carried.*

**Neighborhood Concerns and Happenings:** None.

Kamber Kelly adjourned meeting and the next meeting is set for August 5.