

Regular Meeting of the Community Development Board  
October 7, 2014

**Board Members Present:** Martha Sanford, Trent Currie, Michele Zahn, Katrina Kruger, Kathleen Candelaria

**Excused Board Members:** Patt Leikam, Kamber Kelly, Fred Button, Neil Kiner

**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. Volunteer Chair Trent Currie called the meeting to order at 3:00 p.m. Brenda Beckett announced that Patt Leikam, Kathleen Candelaria, Trent Currie and Katrina Kruger's first terms were ending but they are eligible to serve for a second term and Kamber Kelly's second term is ending in December. The Community Innovations Summit will be taking place on October 29th afternoon at the Babcock Theatre.

**Public Comment:** None.

**Meeting Minutes:** *Martha Sanford moved that the minutes of the September meeting be approved as written with an email vote to the missing board members. Katrina Kruger seconded. Motion carried and absent board members approved via email.*

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

- **First Time Homebuyer:** Funding has been committed to 14 households with three buy / sell agreements currently being processed. There is \$284,345 currently available that will assist approximately 35 more households to purchase their first home.
- **Foreclosure Acquisition / Rehab Program:** Funding is 10% committed for the Housing Rehab Program. Six projects are in construction and six homeowners are seeking bids. Funding for the Manufactured Home Repair program is 30% committed. Five homeowners are seeking bids.

**Comprehensive Annual Performance Evaluation Report (CAPER) Review:** See slides below.

**Reschedule November Meeting:** Staff recommended having the next Board Meeting on November 3<sup>rd</sup> since November 4<sup>th</sup> is Election Day and November 11<sup>th</sup> is Veteran's Day which the City office is closed both days. An email will be sent out to confirm that the next meeting will take place on November 3rd. *Meeting has been approved for November 3<sup>rd</sup>.*

**Neighborhood Concerns and Happenings:** None.

Trent Currie adjourned meeting and the next meeting is set for November 3<sup>rd</sup>.

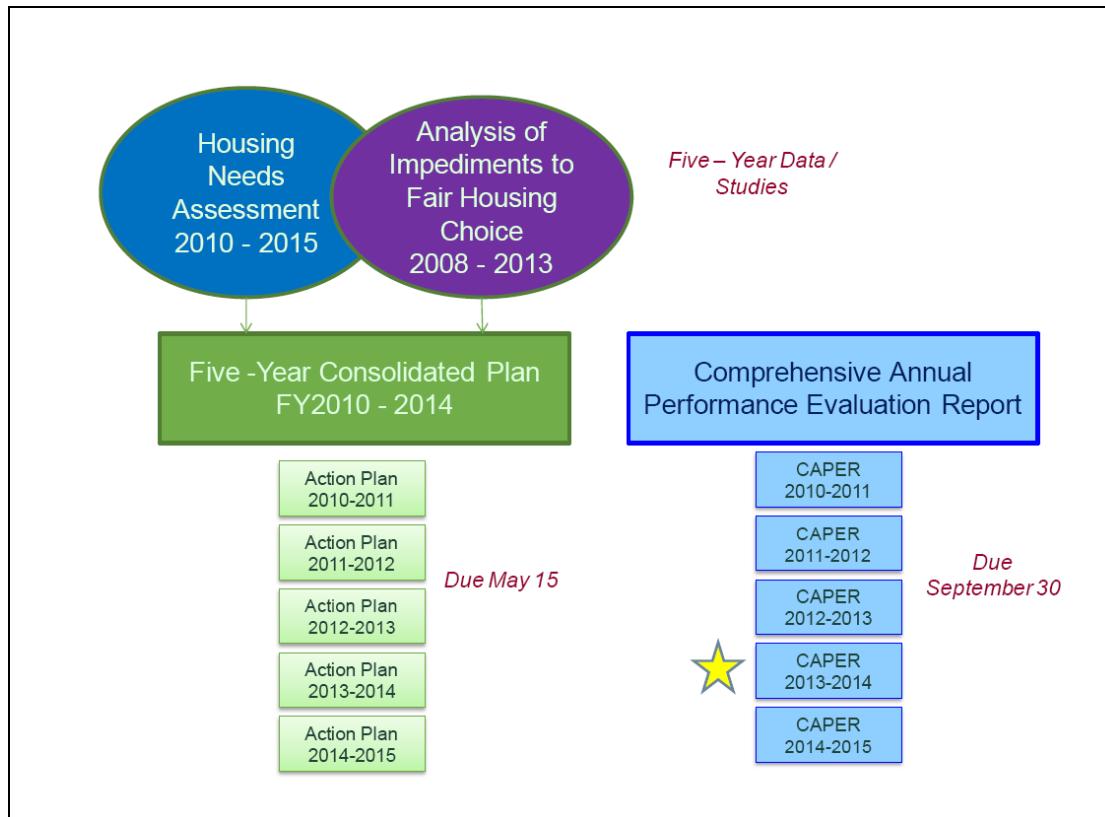
# COMPREHENSIVE ANNUAL PERFORMANCE EVALUATION REPORT

FY 2013-2014 CDBG & HOME PROGRAMS

Community Development Division  
September 2014

## What is the CAPER?

- Comprehensive Annual Performance Evaluation Report
- Report and public comment required
- Covers from July 1 to June 30
- Illustrates progress for the FY2010-2014 Consolidated Plan – **fourth year**



## Five Strategies of the Consolidated Plan

**Strategy #1:** Promote the **preservation of the existing supply** of safe, affordable housing in the community.

**Strategy #2 :** Promote **new affordable housing** opportunities.

**Strategy #3:** Work as an **active partner** with non-profits, neighborhood groups, and others to address housing and community development specific to lower income and special needs households.

**Strategy #4:** Promote the preservation and **revitalization of the community's older neighborhoods.**

**Strategy #5:** Provide assistance to **agencies serving lower income households** and special needs populations to assist the homeless, the elderly, minorities and those with disabilities.

## Community Development Board

Kamber Kelly, Chair – At Large

Patt Leikam, Co-Chair – Central Terry

Fred Button – At Large

Kathleen Candelaria – South Side

Trent Currie – Southwest Corridor

Neil Kiner – At Large

Katrina Kruger – North Elevation

Martha Sanford – Heights

Michele Zahn – South Side

## Financial Resources

# CDBG & HOME Funding

Source		Amount	Committed	Expended in FY2013-2014*
CDBG	New Entitlement	\$583,761	100%	\$717,344
	Program Income	\$247,526		
	Reprogrammed Funding	\$115,933		
	<b>TOTAL CDBG BUDGET:</b>	<b>\$947,220</b>		
HOME	New Entitlement	\$309,694	100%	\$536,399
	Program Income	\$0		
	Recaptured / Repayment	\$260,967		
	<b>TOTAL HOME BUDGET:</b>	<b>\$570,661</b>		
Council Reinvestment	<b>\$250,000 allocation released in May 2013</b>		80%	<b>\$200,000</b>
<p><i>Totals include amounts spent during the current fiscal year, including expenditures from previous years' allocations.</i></p>				

Total of all grant programs managed by the Division:

**\$2,220,111**

expended and drawn

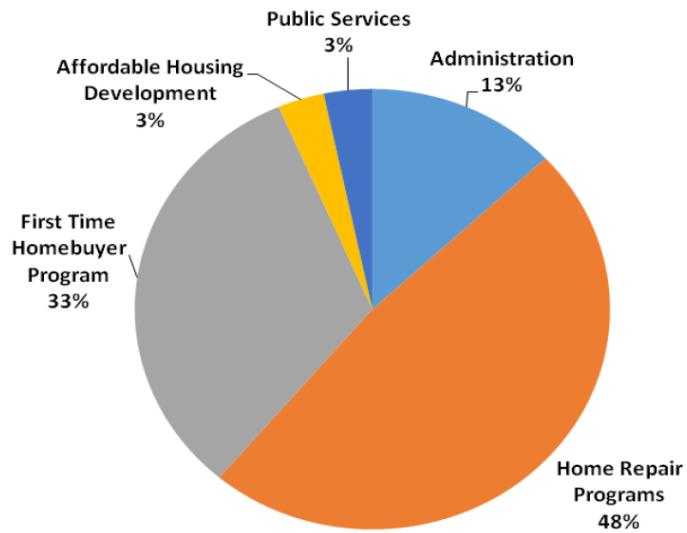
## Council Reinvestment Fund

Figures to date...

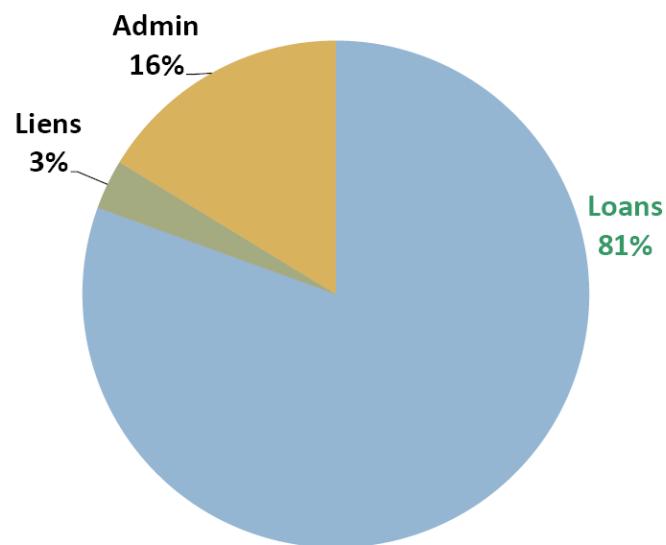
- Available for disbursement on **May 1, 2013**
- **15 households committed, 80%**
- **Average:**
  - Assistance: **\$13,000**
  - Mortgage: **\$120,000**
  - Payment: **\$650**
  - Household Income: **\$30,000**
  - Household Size: **3**
  - Interest Rate: **3.5%**

# CDBG / HOME Program Allocations

## FY13-14 Budget Allocations & Commitments



## CDBG / HOME Budget Allocations by TYPE



## Leveraging: **\$7,165,806** **1:4 Ratio**

Home Repair Programs	\$33,000
First Time Home Buyer Program – <i>CDBG</i>	\$2,263,277
First Time Home Buyer Program – <i>HOME</i>	\$3,790,664
First Time Home Buyer Program – <i>City Council Allocation</i>	\$366,543
Foreclosure Acquisition & Rehabilitation Program	\$83,000
VISTA Cash Resources Generated	\$467,467
VISTA In-Kind Resources Generated	\$143,369
VISTA Project Support – Cash Admin	\$18,486

## Community Development Additional Grants

Total Grant Awards July 2005 to present:

**\$4,276,334**

outside of *CDBG* & *HOME*

## Accomplishments

### Strategy A: Preserve existing housing

# Units	Activity
19	City housing repair programs
17	Energy-efficiency improvements
4	Accessibility improvements for the disabled

## Strategy B:

### New affordable housing opportunities

# Households	Activity
51	Down payment / closing cost assistance
172	Homebuyer education
49 units completed	Kings Green Phases I – IV

## Strategy C:

### Partnerships: low income & special needs

#### Staff Facilitation:

Affordable Housing Task Force

Billings Partners for American Indian Homeownership

Mayor's Committee on Homelessness

AmeriCorps VISTA – Billings Metro VISTA Project

### Strategy E:

Assistance to **low income**, homeless, elderly, minorities, those with disabilities

<i>Low Income Categories</i>	<i>Individuals / Households Served this Program Year</i>	
	#	%
Extremely Low Income: Up to 30% AMI	1,424	55%
Very Low Income: 31 – 50% AMI	13	1%
Low Income: 51 – 60% AMI	1,131	44%
Low Income: 61 – 80% AMI	29	1%
<b>Total Low Income Served:</b>	<b>2,597</b>	<b>100%</b>

### Strategy E:

Assistance to low income, homeless, **elderly**, minorities, **those with disabilities**

<i>Special Categories</i>	<i>Individuals / Households Served this Program Year</i>	
	#	%
Female Head of Household (with dependents living in home)	27	1%
Disabled	314	12%
Elderly	92	4%
<b>Totals</b>	<b>433</b>	<b>17%</b>

\*U.S. Census 2000

## Strategy E:

Assistance to low income, homeless, elderly, **minorities**, those with disabilities

