

Regular Meeting of the Community Development Board  
February 3, 2015

**Board Members Present:** Patt Leikam, Michele Zahn, Fred Button, Katrina Kruger, Kathleen Candelaria

**Unexcused Board Members:** Martha Sanford, Neil Kiner

**Staff Present:** Brenda Beckett, Gina Simonetti, Lynda Woods, Dina Harmon, 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> Avenue North, Billings, Montana. Chair Patt Leikam called the meeting to order at 3:00 p.m.

**Public Comment:** None.

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

**Staff Reports:** The monthly reports were sent out from December. Staff reviewed and there were no questions from the Board.

- **Billings Metro VISTA Project:** 14 members have been sworn in and started their On-Site Orientation Training.
- **First Time Homebuyers program:** The FTHB program currently has enough funding for approximately 33 more households. Applications have slowed down a little bit, but are still coming in.
- **Foreclosure Acquisition / Rehab Program:** Funding is 30% committed for the Manufactured Home Repair program and 30% committed for the Housing Rehab Program with six homeowners seeking bids.
- **Homeword's CHDO Project:** Construction continues on Pheasant Home. The contractor believes they will be able to get a Certificate for Occupancy for the first building by mid-January and hopes to have all four buildings done by late February.

**Preliminary Budget Review:** See attached slides.

**CDBG / HOME Application – Site Visit Assignments:** Staff will be attending Task Force meetings in March and April. Patt Leikam will attend all meetings with them. Gina Simonetti is contacting each Task Force to find out which meeting works best for presentations from the Division.

**CDBG / HOME Applications:** Staff reviewed proposed programs for the upcoming FY 2015-2016 year. Twenty percent of new CDBG allocation and program income received can be allocated to CDBG Administration. Ten percent of the new HOME allocation can support administrative costs. A minimum of 15% of the HOME allocation is required by HUD to be researched for Community Housing Development Organizations (CHDOs). Funding is requested for the following core programs: First Time Home Buyer; Housing Rehabilitation; Manufactured Home Repair; Affordable Housing Development; Foreclosure Acquisition / Rehabilitation; the Billings Metro VISTA Project. An extensive discussion ensued regarding the possibility of supporting a State of Montana CDBG application for a bricks / mortar project to support infrastructure, services or shelter for individuals experiencing homelessness as identified through the Community Innovations initiative.

**Neighborhood Concerns and Happenings:** None.

Patt Leikam adjourned the meeting and the next meeting is set for March 3<sup>rd</sup>.

# Preliminary Budget Review

FY2015-2016

## Estimating New Allocations

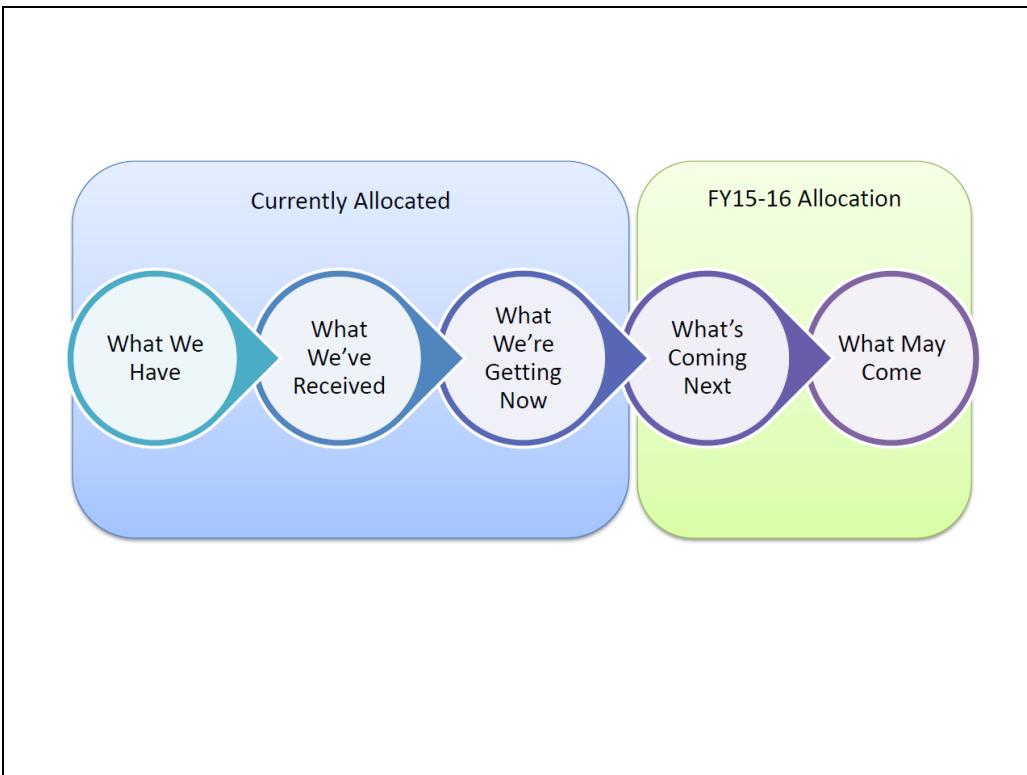
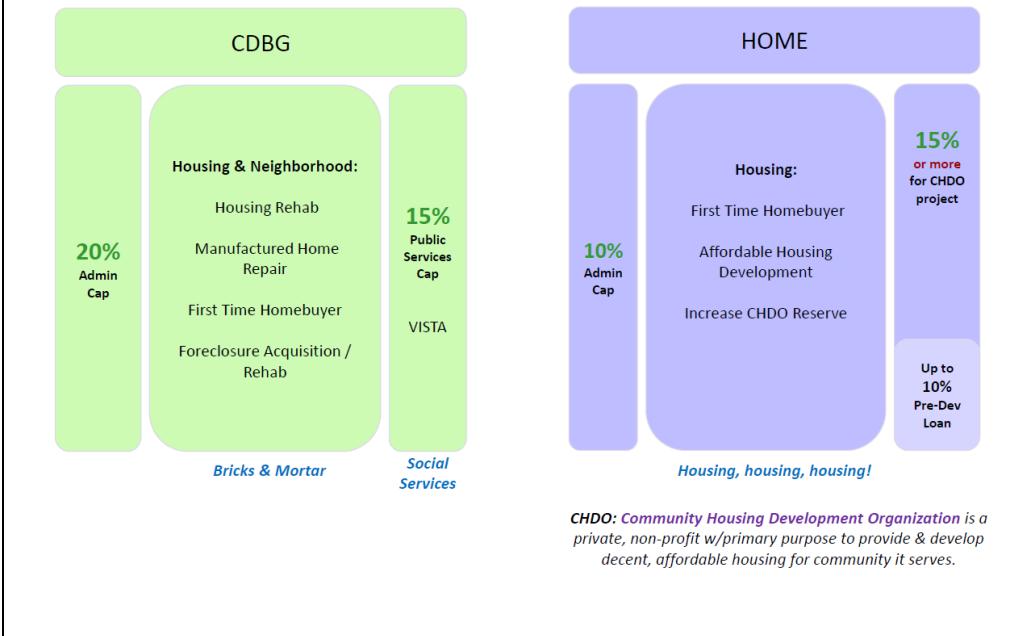
CDBG	CDBG only	City Allocation 2014	% of Last Yr	% Change
Current \$ Amounts	\$3,030,000,000	\$556,352	0.0184%	
Administration	\$2,800,000,000	\$514,121	92.4092%	-7.59%
House Bill	\$3,000,000,000	\$550,844	99.0099%	-0.99%
Senate Committee	\$3,020,000,000	\$554,516	99.6700%	-0.33%
Conference	\$3,000,000,000	\$550,844	99.0099%	-0.99%

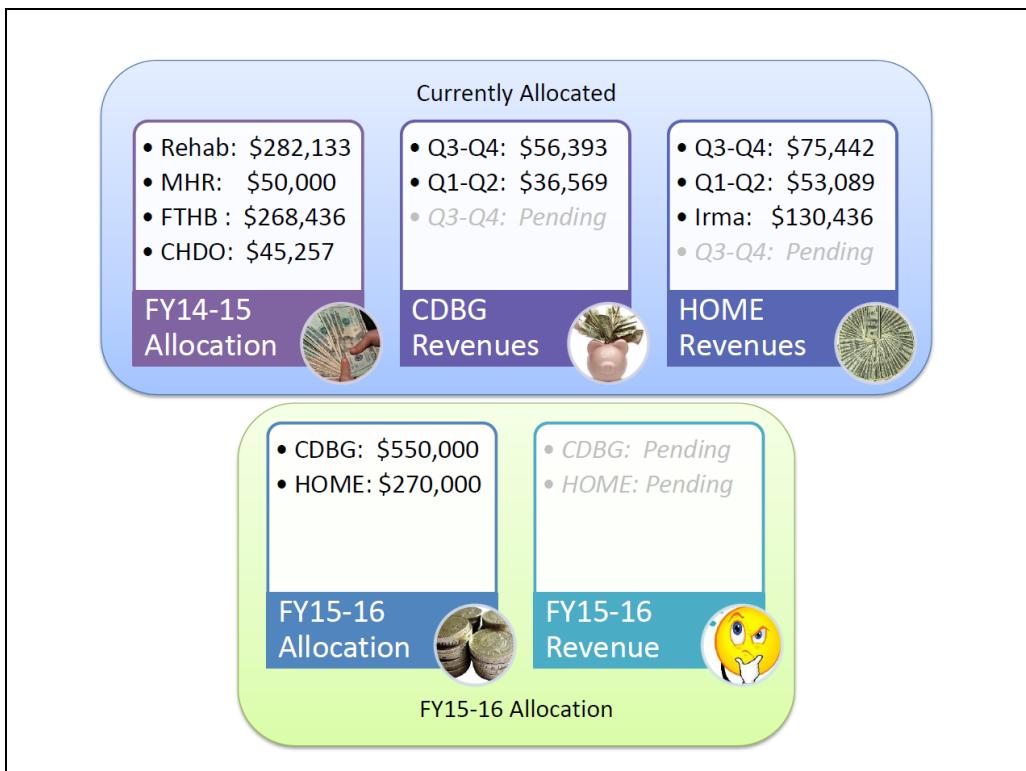
CDBG: \$550,000

HOME	2014 Enacted Level	City Allocation 2014	% of Last Yr	% Change
Current \$ Amounts	\$1,000,000,000	\$301,712	0.0302%	
Administration	\$950,000,000	\$286,626	95.0000%	-5.00%
House Sub-Committee	\$700,000,000	\$211,198	70.0000%	-30.00%
Senate Committee	\$950,000,000	\$286,626	95.0000%	-5.00%
Conference	\$900,000,000	\$271,541	90.0000%	-10.00%

HOME: \$270,000

## Minimum / Maximum Program Limits

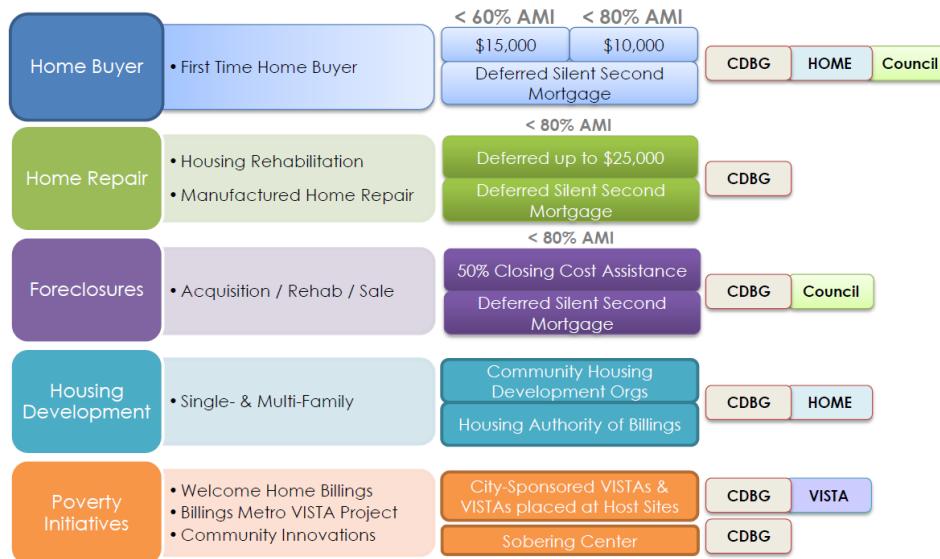




CDBG Activities	Allocated in FY14-15 Plan				Already Allocated via Substantial Amendment				To Allocate for FY15-16				Total Possible Funding	
	Current Balances as of 12/31/2014				FY13-14 Actual Revenues Q3-Q4		FY14-15 Actual Revenues Q1-Q2		FY15-16 New Funding Allocations		FY15-16 Projected Revenues			
	CDBG	HOME	NSP	Council	CDBG	HOME	CDBG	HOME	CDBG	HOME	CDBG	HOME		
Administration - 20% New Allocation & Revenue	\$64,240	-	-	-	-	-	-	-	\$110,000	-	\$14,000	-	\$188,240	
Housing Rehabilitation Loans - At Least \$11,274 in FY15-16	\$282,133	-	-	-	\$0	-	\$36,569	-	\$365,000	-	\$0	-	\$647,133	
VISTA Administration - 15% New Allocation	\$15,641	-	-	-	-	-	-	-	\$75,000	-	-	-	\$90,641	
Manufactured Home Loans	\$50,000	-	-	-	\$0	-	\$0	-	\$0	-	\$0	-	\$50,000	
Sobering Center	\$0	-	-	-	\$0	-	\$0	-	\$0	-	\$0	-	\$0	
<b>HOME Activities</b>	<b>CDBG</b>	<b>HOME</b>	<b>NSP</b>	<b>Council</b>	<b>CDBG</b>	<b>HOME</b>	<b>CDBG</b>	<b>HOME</b>	<b>CDBG</b>	<b>HOME</b>	<b>CDBG</b>	<b>HOME</b>	<b>Total</b>	
Administration - 10% New Allocation	-	\$25,853	-	-	-	-	-	-	-	\$27,000	-	-	\$52,853	
First Time Homebuyer Program	-	\$268,436	-	-	-	\$75,442	-	\$183,525	-	\$152,500	-	\$100,000	\$779,903	
CHDO Reserve - 15% Minimum New Allocation	-	\$45,257	-	-	-	-	-	-	-	\$40,500	-	-	\$85,757	
<b>Multiple Funding Activities</b>	<b>CDBG</b>	<b>HOME</b>	<b>NSP</b>	<b>Council</b>	<b>CDBG</b>	<b>HOME</b>	<b>CDBG</b>	<b>HOME</b>	<b>CDBG</b>	<b>HOME</b>	<b>CDBG</b>	<b>HOME</b>	<b>Total</b>	
Foreclosure Acquisition & Rehabilitation	\$62,372	-	\$96,730	\$50,000	\$56,393	\$0	\$0	\$0	\$0	-	\$56,000	\$0	\$358,064	
Affordable Housing Development	\$0	\$35,245	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$85,245	
<b>Totals:</b> \$474,386 \$374,791 \$96,730 \$50,000 \$56,393 \$75,442 \$36,569 \$183,525 \$550,000 \$270,000 \$70,000 \$100,000 \$2,337,836														
<b>Difference:</b> \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0														

## Board & Council Approve Core Programs

Staff allocates on *close / shovel ready* basis



### Status of CDBG & HOME Activities

For Period Ending  
1/29/2015

Fiscal Year	CDBG Activities	Current Budget	Year to Date Expenditures	Balance	% Remaining	Notes
FY2012-2013	Manufactured Home Loan	\$19,385	\$18,731	\$654	3%	
FY2013-2014	CDBG VISTA Administration	\$32,258	\$32,258	\$0	0%	Living allowance cost share
FY2014-2015	CDBG Administration	\$118,175	\$53,935	\$64,240	54%	
	Housing Rehabilitation Loans	\$375,176	\$104,599	\$270,577	72%	
	CDBG VISTA Administration	\$50,000	\$34,359	\$15,641	31%	Living allowance cost share
	Manufactured Home Loan	\$50,000	\$854	\$49,146	98%	
Fiscal Year	Foreclosure Program	Current Budget	Year to Date Expenditures	Balance	% Remaining	Notes
FY2014-2015	CDBG Foreclosure	\$62,372	\$84	\$62,288	100%	Includes proceeds from Conway, North Park and CDBG homebuyer programs
	NSP Foreclosure	\$96,730	\$0	\$96,730	100%	
	Council Fund	\$50,000	\$0	\$50,000	100%	
Fiscal Year	HOME Activities	Budget	Year to Date Expenditures	Balance	% Remaining	Notes
FY2013-2014	HOME Administration	\$6,974	\$6,974	\$0	0%	
	HOME Administration	\$30,171	\$6,725	\$23,446	78%	
	Affordable Housing Administration	\$55,000	\$20,166	\$34,834	63%	
	First Time Homebuyer Program	\$542,008	\$312,387	\$229,621	42%	
	CHDO Reserve	\$45,257	\$0	\$45,257	100%	

# Consolidated Plan

## Strategy Review



Consolidated Plan Goals	Objectives	Core Programs
<b>A: Promote the preservation of the existing supply of safe, affordable housing in the community.</b>	Provide direct, affordable financing and assistance to low-income homeowners for the completion of needed repairs, citywide.	Housing Rehabilitation Manufactured Home Repair Foreclosure Acquisition / Rehabilitation
<b>B: Promote new affordable housing opportunities.</b>	Encourage the development of new affordable single-family, multi-family and special needs housing in the community through private developers and non-profit organizations.	Affordable Housing Development
	Provide affordable financing and support to promote homeownership opportunities citywide.	First Time Homebuyer Homebuyer Education

Consolidated Plan Goals	Objectives	Core Programs
<b>C: Active partnerships with non-profits, neighborhood groups and others to address housing and community development specific to lower income and special needs households.</b>	Support partnerships and regular meetings to facilitate community participation and collaboration.	Billings Home Center Initiative
	Ensure equal opportunity and housing choice with all programs and activities.	All Programs
	Encourage collaboration to better address needs and to respond to opportunities for special needs populations.	Community Innovations Initiative Billings Metro VISTA Project Mayor's Committee on Homelessness

Consolidated Plan Goals	Objectives	Core Programs
<b>D: Promote the preservation and revitalization of housing stock in the community's older neighborhoods.</b>	Preserve housing stock in older, lower-income neighborhoods.	Housing Rehabilitation Manufactured Home Repair Foreclosure Acquisition / Rehabilitation
	Encourage infill development of vacant lots and redevelopment of substandard properties.	Affordable Housing Development Program