

Regular Meeting of the Community Development Board  
April 7, 2015

**Board Members Present:** Patt Leikam, Michele Zahn, Fred Button, Katrina Kruger, Neil Kiner

**Excused Board Members:** Kathleen Candelaria, Nate Fawcett

**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. Council member Mike Yakawich joined the Community Development board meeting.

**Public Comment:** None.

**Meeting Minutes:** *Fred Button voted that the meeting minutes from February be approved as written. Katrina Kruger seconded. Motion carried.*

*Michelle Zahn voted that the meeting minutes from March be approved as written. Katrina Kruger seconded. Motion carried.*

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

- **Billings Metro VISTA Project:** 14 January members completed their On-Site Orientation Training and have acclimated themselves into their communities.
- **First Time Homebuyers program:** The First Time Home Buyer program is currently able to assist approximately 33 more households with current funding available. Applications submission has increased with three to five coming in daily.
- **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. Funding is nearly 30% committed for the Housing Rehabilitation Program. Five projects are in construction and six homeowners are seeking bids. HUD accepted an offer on a house for the Foreclosure Acquisition program located at 3921 Chamberlain Drive. The house will require new roofing, siding and flooring throughout the house.

**Task Force Meetings:** During the Task Force meetings, lots of great questions were asked by all. At some meetings, attendance was low. It was suggested by Board Members that the Task Forces are contacted earlier, possibly in September or November, before Staff is scheduled to attend instead of January in order to get on the agenda earlier. This matter will be discussed more in the fall.

**Drafted FY2015-2019 Consolidated Plan: Distribution and Review:** Brenda Beckett continued to work on the Consolidated Plan daily. The draft document is currently online until for the 30 day public review and is scheduled to end following the City Council public hearing scheduled for April 27. Community Development will continue working to expand housing choices, continue to work with enforcement agencies like Montana Fair Housing.

**Staff Recommendation Review & Budget Recommendations:**

- For CDBG, Administration would be \$112,548, Housing Rehabilitation Loan Program would be \$310,193, Minor/Manufactured Home Repair would be \$0, Foreclosure Acquisition Rehab would be \$65,000 and VISTA Administration would be \$75,000. Total funded in CDBG would be \$562,741.

- For HOME, Administration would be \$26,369, \$39,553 would be Set-Aside for CHDOs, \$35,000 for Affordable Housing Development and \$162,766 is recommended for First Time Home Buyer Program. Total funded in HOME would be \$263,688.

*Fred Button moved that the budget recommendations be approved. Neil Kiner seconded the motion. Motion carried.*

**Neighborhood Concerns and Happenings:** There will be a Habitat for Humanity Dedication taking place on April 9<sup>th</sup> at 5:30 p.m. at 1131 Jordan Circle. This is the 70<sup>th</sup> house Habitat for Humanity has completed in Billings!

Patt Leikam adjourned the meeting and the next meeting is set for May 5<sup>th</sup>.