



COMMUNITY DEVELOPMENT DIVISION

Community Development Board Meeting Minutes

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Regular Meeting of the Community Development Board

August 7, 2018

Board Members Present: Becky Bey, Jim Corson, Rebecca Noell, Joe Stockburger, Patt Leikam, Katrina Kruger, Kathleen Candelaria, Laura Gittings-Carlson

Board Members Excused: Bret Rutherford

Staff Present: Brenda Beckett, Dina Harmon, Tam Rodier, Christina Escamilla

Guests: Mary Lou Affleck

Welcome / Introductions / Announcements: The Community Development Board met in the 6th Floor Conference Room, Miller Building, 2825 3rd Avenue North, Billings, Montana. Board Chair Becky Bey, called the meeting to order at 3:00pm.

Public Comment: None

Meeting Minutes: Board member Jim Corson moved to approve the April meeting minutes and Patt Leikam seconded the motion. A vote was taken and the minutes were approved unanimously.

Staff Reports:

- **Foreclosure Acquisition / Housing Rehabilitation Program:** Staff reported that the Plainview project will be completed this week. A tour will be scheduled at a later date for the Plainview property. The property will be marketed to approved First Time Home Buyers applicants. The Construction Agreement and Final Work List were signed by the City and the contractor during July and work has begun on the 215 19th Street West project.
- **Housing Rehabilitation Program:** During June and July, two loans were paid off and reconveyed. Two loans were closed during June and July. One loan has already been closed early August. Another loan is currently in the process of closing. Construction is underway at six homes. One new application was received in July. Funds are available to fund one more loan from last year's allocations. Staff confirmed that the homes are HUD foreclosures. The Manufactured Home Repair Program, reported that there were no new applications for June or July. Three home owners are currently getting bids. Funding is available to assist one to two homes.
- **First Time Home Buyer Program:** Staff reported that five people will be closing on homes this week. There will be four or five closings before the end of the month. There are only funds remaining in HOME. The rollover budget should be confirmed next week.

NeighborWorks Montana: NeighborWorks had been approved \$75,000 previously for Riverfront Pointe home project I. Requested an additional \$56,710 be allocated from FY18-19 HOME Community Housing Development Organization to support the development of the Riverfront Pointe II. Mary Lou Affleck provided floor plans. The floor plans were designed to include energy efficiency, durability, and community accessibility.

Board member Laura Gittings-Carlson moved to approve the additional \$56,710 for Riverfront Pointe II and Kathleen Candelaria seconded the motion. A vote was taken and funds were approved unanimously.

Subordination – Housing Rehabilitation Program: Reviewed the current Subordination Policy. It was decided that the policy will not be revised. The consensus was that a decision must be made during a meeting session in person or via teleconference. Regardless of an emergency status the meeting must be published 15 days in advance.

Voted positive for the subordination: Gittings-Carlson, Corson, Candelaria, Kruger, Bey, Rutherford. Negative, Leikam.

September Meeting: The September meeting has been cancelled. Tam will provide a tour of the Plainview Project on to be determined. Staff will be presenting the results of the Comprehensive Annual Performance Evaluation Report in October.

Neighborhood Concerns and Happenings:

- **Katrina Kruger** shared that the food pantry at Tumbleweed is in need of supplies. Appropriate items include but are not limited to; EasyMac cups, Healthy Choice Soup cups, fruit cups, or Hormel Compleats.
- **Laura Gittings-Carlson** reported that the food pantry is low at MSU-B and at the City College. Campuses are comprised of traditional students who have a food plan, as well as those who are not. There are many students who are taking care of children and family members. Students are left with a hard decision when it comes to food and other necessities. School begins September 5, 2018.
- **Becky Bey** shared public outreach materials for the West Laurel Interchange, Highway Three, and Zimmerman Trail. Subscribers can receive project updates via the Construction Information Hotline, text message, email, or view the Montana Department of Transportation website.
- **Dina Harmon** was awarded the Distinguished Club Secretary aware for 2017-2018. She completed her one-year term as secretary of the Yellowstone District and was recognized for her publication of the Breakfast Exchange Club's monthly bulletin.

Next Meeting: Becky Bey adjourned the meeting and set the next for October 2, 2018.