



COMMUNITY DEVELOPMENT DIVISION

Community Development Board Agenda

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Board Members: Presented below is the agenda for the upcoming Community Development Board Meeting. If you have any additional items to add to the agenda, if you have questions, or if you are unable to attend the meeting, please call Carly Collins at 406-247-8675 or notify via email at collinsc@billingsmt.gov.

COMMUNITY DEVELOPMENT BOARD AGENDA

3:00 pm, Tuesday, April 6, 2021

Virtual Video Conference via Zoom & [Planning & Community Services Facebook - Live](#)

Order	Agenda Items	Person(s)	Process
I.	Welcome / Introduction / Announcements	Rebecca Noell	-
II.	Public Comment Period – As Required: 3 Minute Maximum per Person	Rebecca Noell	Public Comment
III.	Meeting Minutes	Rebecca Noell	Action
	Staff Reports	CD Staff	Report
IV.	<i>Staff will report on current programs and progress to date on projects, including: First Time Home Buyer program; Home Repair programs; Foreclosure Acquisition / Rehabilitation program; and the Billings Metro VISTA Project.</i>		
V.	AmeriCorps VISTA Member Update – Expanding Health Services via Equine Therapy	VISTA Members Kate Van Slyck & Kendyl Robertson	Report
	Project Activity Summary & Revenues	Brenda Beckett	Report
VI.	<i>An updated report on revenues for CDBG and HOME will be presented to the Board. A status report of all currently open activities will be reviewed.</i>		
	Recommendations: Code of Conduct & Recusals	Brenda Beckett	Report
VII.	<i>Staff will review the Code of Ethics / Conduct standards and CD Board members will have an opportunity to sign a disclosure form. A conflict of interest exists if a CD Board member (or their relative / partner) has a real or apparent benefit from a recommendation and subsequent award of funding. HUD requires CD Board members to recuse themselves from recommending funding awards to an organization, project, or program where the CD Board member, a relative, or partner:</i> <ul style="list-style-type: none"> - Is employed, affiliated, or is serving on the organization's Board of Directors - Would receive a real, perceived, or apparent economic or personal benefit 		
	Consolidated Plan / Annual Action Plan – Final Review & CDBG / HOME Funding Recommendations	Brenda Beckett	Action
VIII.	<i>The Board will have an opportunity to provide feedback on the drafted Consolidated / Annual Action Plan. The public comment period began on March 27th and will end April 26th. Final edits will be made to the document prior to HUD submission following the recommendations approval through City Council on April 26th.</i> <i>The Board will make recommendations on funding amounts for the following projects and programs: First Time Home Buyer; Housing Rehabilitation; Foreclosure Acquisition / Rehabilitation; Affordable Housing Development; and the Billings Metro VISTA Project.</i>		
	CDBG-CV CARES Act Funding	CD Staff	Report
IX.	<i>The City of Billings has been allocated a total of \$909,126 in CDBG-CV funds to be used to prevent, prepare for, and respond to the coronavirus. HUD has issued regulatory guidance for the use of CDBG-CV funds and duplication prevention; staff is reviewing and interpreting guidance.</i> <i>Upcoming processes:</i> <ul style="list-style-type: none"> • A publicly advertised grant application process will be established and carried out. • The CD Board will prioritize applications to fund activities to meet community needs relative to pandemic response. • Staff will submit an amendment to the FY2020-2021 Annual Action Plan to HUD for approval. • Subrecipient training can be carried out prior to executing agreements; activities will commence; staff will monitor implementation and report on outcomes. 		
	Neighborhood Concerns & Happenings	CD Board	Updates
XI.	<i>An opportunity for board members to share information or concerns.</i>		

Set Next Meeting Agenda & Adjournment: Next Meeting: [May 4, 2021](#)

Note: Additional information on any of these items is available in the Community Development Office. Public meetings are accessible to individuals with physical disabilities. Special arrangements for participation in the public meetings by individuals with hearing, speech, or vision impairment may be made upon request at least three days prior to the meeting. Please notify Carly Collins at 406-247-8675 or email at collinsc@billingsmt.gov.