



COMMUNITY DEVELOPMENT DIVISION  
Community Development Board Agenda - **REVISED**

2825 3<sup>rd</sup> Avenue North, Billings, MT 59101

406.657.8281

Relay: 711

BillingsMT.gov/ComDev

**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 Tam Rodier at 406-657-8242 or notify her via email at [rodiert@billingsmt.gov](mailto:rodiert@billingsmt.gov).

| COMMUNITY DEVELOPMENT BOARD AGENDA  |  |                          |                    |
|---|--|--------------------------|--------------------|
| 3:00 pm, Tuesday, June 6, 2023  |  |                          |                    |
| 6 <sup>th</sup> Floor Conference Room, Miller Building, 2825 3 <sup>rd</sup> Avenue North, Billings, MT |  |                          |                    |
| Order   | Agenda Items   | Person(s)                | Process            |
| I.  | <b>Welcome / Introduction / Announcements</b>  | Rebecca Noell            | -                  |
| II.   | <b>Public Comment Period – As Required:</b><br>Three-Minute Maximum per Person   | Rebecca Noell            | Public Comment     |
| III.  | <b>Meeting Minutes</b>   | Rebecca Noell            | Action             |
| IV.   | <b>Downtown Public Handwashing Station / Restroom Project – Additional Funding Request</b>   | Katy Easton / Tam Rodier | Action             |
|   | <i>Katy Easton, CEO of the Downtown Billings Business Improvement District, Inc. (BID) will provide an update on the project, explain the funding situation, and answer questions from the Board.</i><br><i>Possible Action / Motion – After reviewing the Downtown Public Handwashing Station / Restroom Project status and funding, I move to direct staff to process an Agreement of Modification to the BID Grant Agreement to increase grant funding by \$75,000 and extend the time of performance to July 31, 2023.</i> |                          |                    |
| V.  | <b>Staff Reports</b>   | CD Staff                 | Report             |
|   | <i>Staff will report on current programs and project progress to date:</i> <ul style="list-style-type: none"><li><i>Dina: First Time Home Buyer; Affordable Housing Development</i></li><li><i>Tam: CDBG-CV Projects; Foreclosure Acquisition / Rehab Program</i></li><li><i>Carly: Billings Metro VISTA Project, HOME-ARP (P&amp;P, application timeline, etc.)</i></li></ul>   |                          |                    |
| VI.   | <b>CDBG Timeliness</b>   | Beckett                  | Report, Discussion |
|   | <i>Staff will report on the City’s “Timeliness Workout Plan” required by HUD after the City’s failure to meet the May 2, 2023, CDBG timeliness expenditure deadline. Discussion of CD Board ideas on how to improve timely expenditures.</i>   |                          |                    |
| VII.  | <b>July Meeting</b>  | Rebecca Noell & CD Board | Action             |
|   | <i>CD Board to discuss possible agenda items for July to determine if the meeting can be cancelled, as in previous years. The first Monday of July falls on Independence Day, so if the meeting is not cancelled, a date will need to be selected for the meeting (July 13<sup>th</sup>?).</i>   |                          |                    |
| VIII.   | <b>Neighborhood Concerns &amp; Happenings</b>  | CD Board                 | Updates            |
|   | <i>An opportunity for board members to share information or concerns.</i>  |                          |                    |
| <b>Set Next Meeting Agenda &amp; Adjournment: Next Meeting: July XX, 2023?</b>                          |  |                          |                    |

*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 Tam Rodier at 406-657-8284 (711 TTY) or email at [rodiert@billingsmt.gov](mailto:rodiert@billingsmt.gov).*

## REMOTE ATTENDANCE

Remote attendance can be requested at least 24 hours in advance of the meeting for the following reasons: illness or health condition; personal emergency, travel, or other circumstances reasonably limiting ability to participate in person; fire, flood, earthquake or other community emergency making attendance impractical.

Please email [rodiert@billingsmt.gov](mailto:rodiert@billingsmt.gov); [beckettb@billingsmt.gov](mailto:beckettb@billingsmt.gov); chair; and vice chair with request, citing one of the above-listed reasons (no explanation necessary). If zoom invitation follows, the request has been approved.

Members are limited to two consecutive remote attendances and are limited to four remote attendances per calendar year. Board approval is required for remote participation over four meetings per calendar year.

Board members attending remotely must:

- Ensure equipment, technology, and venue used is materially comparable to in-person participation and not a distraction.
- Be able to see and hear staff and other Board members.
- Be able to reasonably observe all materials discussed during the meeting.
- Refrain from communicating with others, not in the meeting, regarding matters of the agenda.