



**A COMMUNITY DEVELOPMENT DIVISION**  
**Community Development Board Agenda**

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 406-657-8284 or notify her via email at [rodier@billingsmt.gov](mailto:rodier@billingsmt.gov).

<b>COMMUNITY DEVELOPMENT BOARD AGENDA</b>			
3:00 pm, Tuesday, December 5, 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> Three-Minute Maximum per Person	Rebecca Noell	Public Comment
III.	<b>Meeting Minutes</b>	Rebecca Noell	Action
IV.	<b>Affordable Housing Development (AHD) Application Mitchell Court Apartments</b>	Dina Harmon	Action
	<i>An opportunity for the CD Board to review the application and take action. <b>Possible Action / Motion:</b> After reviewing the Mitchell Court Apartments Affordable Housing Development application and learning about the proposed project, I move to recommend the City Council approve the application and the allocation of \$1,200,000 in HOME funds.</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>• Dina: First Time Home Buyer; Affordable Housing Development</li> <li>• Tam: Foreclosure Acquisition / Rehab Program; CDBG-CV Projects</li> <li>• Carly: Billings Metro VISTA Project, HOME-ARP (P&amp;P, application timeline, etc.)</li> </ul>		
VI.	<b>HOME-ARP Request for Qualifications (RFQ) Review, Discussion &amp; Site Visit Planning</b>	Carly Collins	Discussion
	<i>An opportunity to review applications, discuss, and make site visit plans to qualified providers that will carry out HOME-ARP supportive services programs. Action will be taken in January on recommendations to the City Council.</i>		
VII.	<b>Neighborhood Concerns &amp; Happenings</b>	CD Board	Updates
	<i>An opportunity for board members to share information or concerns.</i>		
VIII.	<b>Adjourn</b>	Rebecca Noell	-
IX.	<b>Post Meeting Optional Tour:</b>	Tam Rodier	-
	<ul style="list-style-type: none"> <li>• Foreclosure Home – 1709 Saint Johns Ave, Billings, MT 59102</li> </ul>		
<b>Set Next Meeting Agenda &amp; Adjournment: Next Meeting: <a href="#">January 2, 2024</a></b>			
<b>Celebrating Outgoing Board Member</b>			
<i>An opportunity to celebrate the Board member and acknowledge service!</i>		Jim Corson: 2015-2023, 8 years!	

*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 [rodier@billingsmt.gov](mailto:rodier@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 [rodier@billingsmt.gov](mailto:rodier@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.