



COMMUNITY DEVELOPMENT DIVISION

Community Development Board Agenda

2825 3rd 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 via email at rodier@billingsmt.gov.

COMMUNITY DEVELOPMENT BOARD AGENDA			
3:00 pm, Tuesday, February 6, 2024			
6 th Floor Conference Room, Miller Building, 2825 3 rd Avenue North, Billings, MT			
Order	Agenda Items	Person(s)	Process
I.	Welcome / Introduction / Announcements	Rebecca Noell	-
II.	Public Comment Period – As Required: Three-Minute Maximum per Person	Rebecca Noell	Public Comment
III.	Meeting Minutes	Rebecca Noell	Action
IV.	Staff Reports <i>Staff will report on current programs and progress on projects:</i> <ul style="list-style-type: none">• <i>Dina: First Time Home Buyer; Affordable Housing Development</i>• <i>Tam: Foreclosure Acquisition / Rehab Program; CDBG & CDBG-CV Parks Projects</i>• <i>Carly: Billings Metro VISTA Project, HOME-ARP</i>	CD Staff	Report
V.	HOME-ARP Site Visit Reports, Discussion, Next Steps <i>An opportunity for CD Board Members to discuss funding guidelines, recommendations to the City Council, and adopt a timeline for HOME-ARP allocations.</i> <i>Staff will provide answers to general questions and agency-specific questions to the Board before their meeting and provide an update on policies / procedures, including forms.</i> <i>Written agreements must be completed before taking to the City Council. Staff recommends awarding each organization \$100,000 initially with a renewable agreement provided the organization has been compliant with regulations.</i>	Carly Collins	Discussion
VI.	Review CDBG / HOME Applications Received and Annual Action Plan <i>Staff has prepared a list of proposed activities for City-managed programs and received one application for CDBG funding from Intermountain Professionals Foundation. Attachments:</i> <ul style="list-style-type: none">1 – <i>City's Proposed Activities FY24-25</i>2 – <i>Intermountain Professional's Foundation Application</i>3 – <i>City Staff Questions for Applicant</i>4 – <i>Applicant Responses</i>5 – <i>Applicant Conflict of Interest Policies and Procedures</i>6 – <i>Staff Application Analysis</i> <i>Next steps – Board application review, potential site visit assignment, funding recommendation to be made during April meeting.</i>	Beckett	Discussion
VII.	Neighborhood Concerns & Happenings <i>An opportunity for board members to share information or concerns.</i>	CD Board	Updates
Set Next Meeting Agenda & Adjournment: Next Meeting: March 5, 2024			

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.

"Quorum" is defined as a simple majority of the appointed members.

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 rodert@billingsmt.gov; 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.