



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

COMMUNITY DEVELOPMENT BOARD AGENDA			
3:00 pm, Tuesday, March 5, 2024 – REVISED --			
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.	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	CD Staff	Report
	Staff will report on current programs and progress on projects: <ul style="list-style-type: none"><li>Dina: First Time Home Buyer; Affordable Housing Development</li><li>Tam: Foreclosure Acquisition / Rehab Program; CDBG &amp; CDBG-CV Parks Projects</li><li>Carly: Billings Metro VISTA Project, HOME-ARP</li></ul>		
V.	HOME-ARP Discussion, Next Steps	Carly Collins	Discussion
	Staff will provide an update on policies / procedures, guidebook, including forms. An opportunity for CD Board Members to discuss funding guidelines and recommendations to the City Council. 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. Next steps – CD Board will determine action for funding allocation(s) to the City Council at the April 2, 2024, meeting.		
VI.	Staff Recommendations for Funding Allocation & Annual Action Plan	Beckett	Report
	Staff will provide recommendation(s) for FY2023-2024 funding allocations and the Annual Action plan. CD Board will determine action for funding allocation(s) to the City Council at the April 2, 2024, meeting.		
VII.	Review CDBG Applications Received	CD Board	Action
	One application for CDBG funding was received from Intermountain Professionals Foundation. Attachments: Intermountain Professional’s Foundation Application City Staff Questions for Applicant Applicant Responses Applicant Conflict of Interest Policies and Procedures Staff Application Analysis  <b>Potential Motion:</b> After reviewing the Intermountain Professionals Foundation application materials, I move to...		
VIII.	Neighborhood Concerns & Happenings	CD Board	Updates
	An opportunity for board members to share information or concerns.		
Set Next Meeting Agenda & Adjournment: Next Meeting: April 2, 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 [rodiert@billingsmt.gov](mailto:rodiert@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 [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.