



# 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, August 6, 2024

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.	CD Board Membership Changes	Rebecca Noell	Discussion
	Jenna Martin and Valerie Courtney resignations / two openings on the CD Board / Recommendations to Mayor Cole		
	Staff Reports	CD Staff	Report
V.	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>		
	HOME-ARP Discussion, Recusals, & Recommendations	Carly Collins	Action
VI.	An opportunity for CD Board Members to discuss each final subrecipient recommendation to the City Council. Recusal forms must be signed prior to taking action. Staff recommends awarding the following agencies \$100,000 initially with a renewable agreement provided the organization has been compliant with regulations: <b>RiverStone Health; HomeFront Partners; Native American Development Corporation (NADC); District 7 Human Resource Development Council (HRDC); United Way – Continuum of Care; and Alternatives, Inc.</b> <b>Potential Motion:</b> I move to recommend the City Council allocate up to \$100,000 to “ <b>organization name</b> ” with the resulting Subrecipient Written Agreement including a “contract renewable” feature.		
VII.	City Council Work Session Preparation	Beckett	Discussion
	An opportunity for the CD Board to develop a presentation for the August 19, 2024 City Council Work Session.		
VIII.	Board & Commission Annual Report to City Council	Rebecca Noell	Development
	The Community Development Board is required to make a written report of board activity to the Mayor and City Council as authorized by majority vote of the entire membership of the CD Board. See form following page and last year’s report.		
IX.	Neighborhood Concerns & Happenings	CD Board	Updates
	An opportunity for board members to share information or concerns.		
Set Next Meeting Agenda & Adjournment: Next Meeting: <a href="#">September 3, 2024</a>			

*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.*

## **Board & Commission Annual Report to City Council**

**Purpose:** The annual report is to make a written report of a board or commission activity to the Mayor and City Council as authorized by majority vote of the entire membership of the board or commission.

**Name of Board or Commission:** Community Development Board

**Name of Presiding Officer:** Rebecca Noell

**Name of Person or Persons filling out report:** Community Development Board Members during August 6, 2024 meeting.

**Meeting schedule:** First Tuesday of each month

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**Major Board or Commission accomplishments of the preceding year:**

**Major Board or Commission challenges of the preceding year:**

**Major Board or Commission goals for the upcoming year:**

**Requests for staff or city council:**

**Changes to city ordinance or state law affecting the board or commission that should be considered:**

**Anything else that board, commission or presiding officer want to comment on:**

## 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.