



## COMMUNITY DEVELOPMENT DIVISION

510 NORTH BROADWAY, 4<sup>TH</sup> FLOOR, PO Box 1178  
BILLINGS, MONTANA 59103

### MEMORANDUM



**TO:** Community Development Board

**FROM:** Brenda Beckett, Community Development Manager

**DATE:** November 23, 2010

**SUBJECT:** Upcoming Community Development Board Meeting

Presented below is the agenda for the upcoming Community Development Board Meeting. Please call Doris at 247-8675 or notify her via email at [coled@ci.billings.mt.us](mailto:coled@ci.billings.mt.us) if you have any additional items to add to the agenda, if you have questions, or if you are unable to attend the meeting.

### COMMUNITY DEVELOPMENT BOARD AGENDA

**3:00pm, Tuesday, December 7, 2010**

4<sup>th</sup> Floor, Parmly Library Building

Order	Agenda Items	Person(s) Responsible	Process
I.	<b>Welcome / Introduction / Announcements</b>	Jim Hartung	-
	<i>Resignation of Sandy Weiss. Be thinking about new Chair and Vice-Chair for 2011. Elections in January 2011.</i>		
II.	<b>Public Comment Period – As Required</b> <i>3 Minute Maximum per Person</i>	Jim Hartung	-
III.	<b>Meeting Minutes</b>	Jim Hartung	Action
IV.	<b>Staff Reports / Neighborhood Stabilization Properties Review</b> <i>Staff will report on current programs and progress to date on projects.</i>	Staff	Report
V.	<b>Application Guidelines</b> <i>Review of the revised Application Guidelines.</i>	Brenda Beckett	Discussion
VI.	<b>Special Assessment Grant Program</b> <i>Staff will report on program in other cities and suggest possible revisions to the program.</i>	Dina Billington	Report
VII.	<b>Neighborhood Concerns &amp; Happenings</b> <i>Opportunity for board members to share information or concerns. Thank you and farewell to Duane for his eight years of service on the CD Board.</i>	CD Board	Updates
VIII.	<b>Set Next Meeting Agenda &amp; Adjournment</b>		