



COMMUNITY DEVELOPMENT DIVISION

510 NORTH BROADWAY, 4TH FLOOR, PO BOX 1178
BILLINGS, MONTANA 59103



MEMORANDUM

TO: Community Development Board
FROM: Brenda Beckett, Community Development Manager
DATE: November 24, 2008
SUBJECT: Upcoming Community Development Board Meeting

Presented below is the agenda for the upcoming Community Development Board Meeting. Please call me at 657-8286 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 – 5:00pm, Tuesday, December 2, 2008

4th Floor, Parmly Library Building

| Order | Agenda Items | Person(s) Responsible | Process |
|-------|---|-----------------------|----------------------|
| I. | Welcome / Introduction / Announcements | Duane Loken | - |
| II. | Public Comment Period – As Required <i>3 Minute Maximum per Person</i> | Duane Loken | - |
| III. | Meeting Minutes | Duane Loken | Action |
| IV. | CDBG / HOME Application Review / Approval | Duane Loken | Discussion Action |
| | <i>An opportunity to make changes to the CDBG / HOME Application and accompanying materials. Action is required for release of application as planned on December 5, 2008. Staff is requesting additional questions be removed from the allocation process.</i> | | |
| V. | Tentative Schedule Review | Duane Loken | Discussion Action |
| | <i>An opportunity for the Board to review the tentative schedule and make changes. Staff is requesting additional questions for the allocation process be deleted.</i> | | |
| VI. | Staff Reports | Staff | Report |
| | <i>Staff will report on current programs and progress to date on projects.</i> | | |
| VII. | Neighborhood Concerns & Happenings | CD Board | Updates |
| | <i>Opportunity for board members to share information or concerns.</i> | | |
| VIII. | Set Next Meeting Agenda Adjournment | | |