



# 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:** December 22, 2009  
**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, January 5, 2010**

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

Order	Agenda Items	Person(s) Responsible	Process
I.	<b>Welcome / Introduction / Announcements</b>	Duane Loken	-
II.	<b>Public Comment Period – As Required</b> <i>3 Minute Maximum per Person</i>	Duane Loken	-
III.	<b>Meeting Minutes</b>	Duane Loken	Action
IV.	<b>Staff Reports</b> <i>Staff will report on current programs and progress to date on projects.</i>	Staff	Report
V.	<b>Election of Officers</b> <i>Each January the Board elects a Chair and a Vice-Chair for the coming year.</i>	Duane Loken	Action
VI.	<b>Neighborhood Stabilization Program (NSP) Update</b> <i>The City's application for NSP funding has been approved and staff are reviewing policies / procedures to operate the program.</i>	Brenda Beckett	Report
VII.	<b>homeWORD Update and Pre-Development Loan</b> <i>The City's original workout plan has been approved by HUD, which means that homeWORD will not be required to replace 5 single-family units. Staff will be preparing legal documents for a \$25,000 loan for Community Housing Development Organization (CHDO) operating funding for homeWORD - securing the minimum amount of funding HUD requires prior to June 30, 2010. This will allow homeWORD to pursue establishing a new CHDO project for development. Earmarks previously approved by the CD Board will be illustrated throughout the allocation process.</i>	Brenda Beckett	Report
VIII.	<b>Preliminary Revenue Projections &amp; Tentative Schedule</b> <i>Revenue projections for CDBG / HOME are provided to the CD Board for review. The Tentative Schedule has been set - an opportunity for review / comment / changes.</i>	Brenda Beckett	Report
IX.	<b>VISTA Project Application</b> <i>Staff is asking for approval to apply for a second year of funding and AmeriCorps project status from the Corporation for National and Community Service to facilitate initiatives outlined in Welcome Home Billings, the City's ten-year plan to impact homelessness. Applications are due on March 2, 2010 and must be submitted via E-Grants.</i>	Brenda Beckett	Action
X.	<b>Neighborhood Concerns &amp; Happenings</b> <i>Opportunity for board members to share information and /or concerns.</i>	CD Board	Updates
XI.	<b>Set Next Meeting Agenda Adjournment</b>		