



COMMUNITY DEVELOPMENT DIVISION

2825 3RD AVENUE NORTH, 6TH FLOOR
PO Box 1178, BILLINGS, MONTANA 59103



MEMORANDUM

TO: Community Development Board
FROM: Brenda Beckett, Community Development Manager
DATE: October 19, 2013
SUBJECT: Upcoming Community Development Board Meeting

Presented below is the agenda for the upcoming Community Development Board Meeting. Please call Gina Simonetti at 247-8675 or notify via email at simonettig@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			
3:00 pm, Tuesday, November 5, 2013			
6 th Floor Large Conference Room, Miller Building			
<i>Order</i>	<i>Agenda Items</i>	<i>Person(s) Responsible</i>	<i>Process</i>
I.	Welcome / Introduction / Announcements	Kamber Kelly	-
II.	Public Comment Period – As Required <i>3 Minute Maximum per Person</i>	Kamber Kelly	Public Comment
III.	Meeting Minutes	Kamber Kelly	Action
IV.	Staff Reports	Staff	Report
	<i>Staff will report on current programs and progress to date on projects, including: Neighborhood Stabilization Program; Kings Green; First Time Homebuyers program; Home Repair programs; and Billings Metro VISTA Project.</i>		
V.	Substantial Amendment for FY12-13 & 13-14 Annual Action Plans	Lynda Woods	Action
	<i>Staff is asking for support in transferring \$175,000 in funding from the Manufactured Home Repair Loan program to the First Time Home Buyer program in order to meet timeliness goals for the Community Development Block Grant (CDBG) program. A substantial amendment to Annual Action Plans is required and a Public Hearing has been scheduled for November 18 at City Council.</i>		
VI.	CDBG & HOME Application Guidelines & Application	Brenda Beckett	Report / Discussion
	<i>Updated guidelines and application for the annual allocation process for CDBG and HOME will be available for review / discussion. Staff is proposing to post the traditional guidelines and application for organizations seeking to apply for loan funding. Staff is also requesting a separate list of proposed activities for City allocations, as the traditional application is redundant. In the December 2013 meeting, the CD Board will have the opportunity to act on suggested improvements and updates to the documents.</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		

Note: Additional information on any of these items is available in the Community Development Office. Public hearings are accessible to individuals with physical disabilities. Special arrangements for participation in the public hearings by individuals with hearing, speech, or vision impairment may be made upon request at least three days prior to the hearing. Please notify Gina Simonetti at 406-247-8675 or email at simonettig@ci.billings.mt.us.