



# COMMUNITY DEVELOPMENT DIVISION

2825 3<sup>RD</sup> AVENUE NORTH, 6<sup>TH</sup> FLOOR  
PO BOX 1178, BILLINGS, MONTANA 59103



## MEMORANDUM

**TO:** Community Development Board  
**FROM:** Brenda Beckett, Community Development Manager  
**DATE:** November 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](mailto: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.

<b>COMMUNITY DEVELOPMENT BOARD AGENDA</b>			
<b>3:00 pm, Tuesday, December 3, 2013</b>			
6 <sup>th</sup> Floor Large Conference Room, Miller Building			
<i>Order</i>	<i>Agenda Items</i>	<i>Person(s) Responsible</i>	<i>Process</i>
I.	<b>Welcome / Introduction / Announcements</b> <i>It is Emily's last board meeting – treats are welcomed and encouraged for this goodbye celebration.</i>	Kamber Kelly	-
II.	<b>Public Comment Period – As Required</b> <i>3 Minute Maximum per Person</i>	Kamber Kelly	Public Comment
III.	<b>Meeting Minutes</b>	Kamber Kelly	Action
IV.	<b>Staff Reports</b> <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>	Staff	Report
V.	<b>One Year Schedule Review</b> <i>Staff has prepared the tentative one year schedule for CD Board review / comment.</i>	Brenda Beckett	Report
VI.	<b>AmeriCorps VISTA Application</b> <i>Staff requests approval to proceed with an AmeriCorps VISTA application for the upcoming year. Recommendations would be forwarded to the City Council for application approval in January / February of next year.</i>	Brenda Beckett	Action
VII.	<b>CDBG &amp; HOME Application Guidelines &amp; Application</b> <i>The CD Board is asked to review / approve the application and guidelines, to be published online by December 6, 2013.</i>	Brenda Beckett	Report / Discussion
VIII.	<b>Neighborhood Concerns &amp; Happenings</b> <i>Opportunity for board members to share information or concerns.</i>	CD Board	Updates
IX.	<b>Set Next Meeting Agenda &amp; Adjournment</b>		

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](mailto:simonettig@ci.billings.mt.us).