



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: April 19, 2014
SUBJECT: Upcoming Community Development Board Meeting

Presented below is the agenda for the upcoming Community Development Board Meeting. Please call Gina Simonetti at 406-247-8675 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, May 6, 2014			
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: First Time Homebuyers program; Home Repair programs; Foreclosure Acquisition / Rehabilitation program; and the Billings Metro VISTA Project.</i>		
V.	First Time Homebuyer Subordination	Dina Harmon	Action
	<i>A First Time Homebuyer recipient is requesting the City subordinate its \$10,000 loan in order to refinance. A presentation will be made and a memo detailing the proposed transaction is included in the May CD Board packet. Staff recommends not approving the request. If recommended for approval by the CD Board, the issue will be placed on the City Council agenda for final determination.</i>		
VI.	Fair Housing Plan & Accomplishments	Brenda Beckett	Report
	<i>The City's fair housing impediments and response matrix is distributed to the CD Board with the May CD Board packet. This document is the internal accomplishment tracking mechanism utilized by staff throughout the year in order to prepare a report on fair housing activities undertaken to affirmatively further fair housing. Results are included in the Comprehensive Annual Performance Evaluation Report (CAPER) due to HUD in September.</i>		
VII.	FY2014-2015 Annual Action Plan Approval	Brenda Beckett	Action
	<i>Public comment closed on April 28 following a City Council public hearing. Final approval for the plan is scheduled to occur during this meeting; the plan is due to HUD on May 15. The plan has been available online at www.ci.billings.mt.us/CDreports.</i>		
VIII.	Allocation Process Review	Kamber Kelly	Discussion
	<i>An opportunity for the Board to review the allocation processes and to make changes in preparation for next fiscal year.</i>		
IX.	June / July Meetings	Kamber Kelly	Discussion Action
	<i>An opportunity for the CD Board to discuss agenda items for meetings to be held in June and July in order to determine if the meetings can be cancelled. The CD Board has cancelled the July meeting in previous years.</i>		
X.	Neighborhood Concerns & Happenings	CD Board	Updates
	<i>Opportunity for board members to share information or concerns.</i>		

XI.

Set Next Meeting Agenda & Adjournment

Next Meeting: June 3, 2014 (unless cancelled)

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 simonetti@ci.billings.mt.us.