



# 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:** September 22, 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](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.

COMMUNITY DEVELOPMENT BOARD AGENDA			
3:00 pm, Tuesday, October 7, 2014			
6 <sup>th</sup> Floor Conference Room, Miller Building			
Order	Agenda Items	Person(s) Responsible	Process
I.	<b>Welcome / Introduction / Announcements</b>	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>	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. An update on securing loans in the Housing Rehabilitation Loan program and will also be reviewed by Lynda Woods.</i>		
V.	<b>Comprehensive Annual Performance Evaluation Report (CAPER) Review</b>	Brenda Beckett	Report
	<i>An opportunity for CD Board to review CAPER accomplishments for last fiscal year.</i>		
VI.	<b>Reschedule November Meeting</b>	Brenda Beckett	Action
	<i>City offices will be closed on November 4, 2014 due to election day and November 11, 2014 due to Veterans Day. Staff proposes to hold the next Board meeting on Monday, November 3, 2014 at 3:00pm.</i>		
VII.	<b>Neighborhood Concerns &amp; Happenings</b>	CD Board	Updates
	<i>Opportunity for board members to share information or concerns.</i>		
VIII.	<b>Set Next Meeting Agenda &amp; Adjournment</b> <i>Next Meeting: November 3, 2014, if approved.</i>		

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).