



# 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:** April 30, 2008  
**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, May 6, 2008**

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

Order	Agenda Items	Person(s) Responsible	Process
I.	<b>Welcome and Introduction</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>Public Services Allocation Review</b>	Duane Loken	Discussion Action
	<i>During the March 31 CD Board meeting, staff inadvertently omitted one cell from the sum formula in the Excel spreadsheet which resulted in an over-allocation of \$12,000. This is an opportunity to review staff's recommendation to decrease all recommendations by a percentage or facilitate a discussion on re-allocating funding for Public Services, ensuring 15% cap compliance. The CD Board has the opportunity to present an alternative recommendation, giving the Council options for funding, or can recommend only one option for funding Public Services.</i>		
V.	<b>Consolidated Plan – Action Plan</b>	Brenda Beckett	Review Discussion
VI.	<i>This year's Annual Action Plan will be reviewed by the Board. The Action Plan was distributed during the February meeting. The public comment period on the Action Plan extends to May 7, 2007 and City Council will take final action on May 12 as well. Comments will be accepted and implemented into the plan until May 9, 2008.</i>		
VII.	<b>Allocation Process Review</b>	Duane Loken	Discussion
	<i>An opportunity for the Board to review the allocation processes and to make changes.</i>		
VIII.	<b>Staff Updates</b>	CD Staff	Report
	<i>An opportunity for staff to share happenings in their programs and initiatives.</i>		
IX.	<b>Neighborhood Concerns &amp; Happenings</b>	CD Board	Updates
	<i>Opportunity for board members to share information or concerns.</i>		
X.	<b>Set Next Meeting Agenda Adjournment</b>		