



CITY CODE ENFORCEMENT MONTHLY REPORT
Month of September 2011

Violation	Received				Resolved			
	Central & West End	Heights & Southside	Commercial Areas	Total	Central & West End	Heights & Southside	Commercial Areas	Total
Building Code			4	4	2		9	11
Clear Vision	5	3		8	5	4		9
Commercial			3	3			3	
General Zoning	7	5	3	15	10	5	2	17
Graffiti	7			7	2			2
Junk Vehicles	18	6	2	26	20	10		30
Miscellaneous	43	16	9	68	29	21	5	55
Nuisance		6	1	7	2	3		5
Open Storage of Junk & Salvage	12	17	1	30	13	17		30
RV & Trailers	43	20		63	55	14	4	73
Signs			1	1				0
Snow & Ice on Sidewalks				0				0
Weeds	45	69		114	85	55		140
Total for Month	180	142	24	346	223	129	23	372

Citations Issued	9
No Code Violations or Unable to Locate	1

Violation	Year To Date				Jan-Sep 2010
	Central & West End	Heights & Southside	Commercial Areas	Total	
Building Code	12	3	33	48	22
Clear Vision	28	11	4	43	85
Commercial	4	3	27	34	69
General Zoning	46	21	13	80	174
Graffiti	55	31	9	95	226
Junk Vehicles	165	256	11	432	507
Miscellaneous	116	56	31	203	0
Nuisance	69	87	29	185	314
Open Storage of Junk & Salvage	185	146	17	348	343
RV & Trailers	294	259	10	563	634
Signs	5	1	41	47	86
Snow & Ice on Sidewalks	61	33		94	458
Weeds	562	547		1109	1994
Year to Date	1602	1454	225	3281	4912



MEMORANDUM

Date: September 27, 2011

To: Community Development Board
Candi Beaudry, Planning & Community Services Director

From: Brenda Beckett, Community Development (CD) Manager
Denise Bohlman, CD Assistant
Dina Billington-Harmon, CD Program Coordinator
Lynda Woods, CD Program Coordinator

Re: Monthly Report for September 2011 - Community Development Division



Staff has completed the Comprehensive Annual Performance Evaluation Report (CAPER) and mailed it to HUD prior to the deadline of September 30, 2011. This report includes many additional tables, charts and maps to meet new HUD requirements for reporting. The CAPER is available online at www.ci.billings.mt.us/caper. There were no comments during the City Council public hearing on September 26, 2011. Highlights of this document will be reviewed during the Community Development Board meeting in October.

CORE PROGRAMS

First Time Home Buyer Program:

- Nine first time homebuyers assisted with down payment and closing cost assistance for a program cost of \$100,000 during August.
- From September 1st to the 26th, four first time homebuyers were assisted with down payment and closing cost assistance for a program cost of \$50,000.
- The last loan is scheduled to close on September 30th. After that loan closes, our 20011/12 allocation will be fully expended.

Home Repair Programs:

- **Housing Rehab:** Funds are 20% committed. Four projects are in construction. Two new applications were received. Five homeowners are actively seeking bids. A Contractor Information Meeting was held on September 28th to inform / educate contractors regarding housing repair programs and to recruit Section 3 contractors. Staff is also re-working the documentation for the Interest Subsidy portion of this program. The last agreement the Division has was signed in 2000. Currently, the revised document is undergoing legal review.
- **Minor Home Repair:** Funding 35% committed. Three grants awarded in September. Eight new applications were received. Six projects are in construction. Eight homeowners are actively seeking bids.

PARTNERSHIPS

Community partnerships enhance the Division's performance by leveraging resources and community involvement. The following committees are facilitated by Community Development Staff:

Billings Partners for American Indian Homeownership / Affordable Housing Task Force:

These organizations will not meet in September or October.

Mayor's Committee on Homelessness: The Mayor's Committee on Homelessness met September 8, 2011 to review a preliminary report on data compiled for the for the two-year action plan associated with the 10-Year Plan. A data sub-committee met September 26, 2011 to discuss the outcomes of the two-year action plan FY 2009-2011, interpret the data and discuss developing marketing pieces to illuminate the success of the plan. The Mayor's Committee will be meeting October 13, 2011 for a work session to create a two-year action plan for FY 2012-2014.

Adjacent Neighborhood Committee: The next Adjacent Neighborhood Committee is scheduled for November 6th at 4:00 pm.

SPECIAL PROJECTS

Neighborhood Stabilization Program (NSP):

City staff members are screening prospective, pre-qualified households for purchase through a MDOC-approved process via the First Time Homebuyer program according to a standardized protocol. Two of the homes must be purchased by households with incomes less than 50% of the Area Median Income (AMI) and will soon be pre-qualified for a loan they can afford at 30% of their adjusted gross income.

Staff members have received the mortgage approval for the first pre-qualified applicant (50% AMI). The applicant has been shown the houses and will pick the house that best meets their needs before we proceed with the sale. Staff has contacted the next pre-qualified applicant about the program.

HOME / CDBG Monitoring:

Project files are being reviewed and needed inspections are being scheduled and conducted.

Fair Housing Initiative Program (FHIP) Grant:

The Fair Housing Five book has been purchased for the Self-Help Law Center's fair housing library. Please stop by and take a look at the fair housing display wall! Brochures have been redesigned and printed for fair housing education and outreach. Staff has conducted training at Rimrock Foundation for staff. This organization will be proving fair housing information to 600 clients regarding the rights of people in recovery from addiction.

Billings Metro VISTA Project:

Staff members are developing a project amendment to bring on four additional VISTA members in January 2012. These four positions will bring the total VISTA project to seven members for FY2011-2012.

Mayors & Clerks & Council People & Supervisors & City Employees & City Attorneys

Topics will include:

- Work Comp & Liability 101
- Property Program
- Contracting and Certificates
- Roles & Responsibilities
- Hiring, Scoring & Interview Questions
- Ethics
- Open Meetings & Citizen Participation

Regional Training

Big Timber	October 25
Miles City	October 26
Wolf Point	October 27
Ryegate	October 28
Libby	November 15
Polson	November 16
Superior	November 17
Conrad	December 12
Havre	December 13
Deer Lodge	December 15
Dillon	December 16



For more information and to register, go to www.msulocalgov.org and click on Municipal Officials Regional Training.