

**Missoula Housing Authority Board**  
Regular Board Meeting  
Wednesday, July 23rd, 2014

-MINUTES-

Members Present: Fred Simpson, Collin Bangs, Sheila Lund, David Warren,  
Monique Casbeer, Betty Zander, Jamie Hoffmann, Sheila Lund

Members Absent: None

Staff Present: Adam Ragsdale, Lori Davidson, Jim McGrath, Harlan Wells, Karl Pare,  
Elizabeth Marshall, Amanda Neustrom, Mary Melton

Guests Present: Keithi Worthington

- I. Call to Order: The meeting was called to order at 5:30 pm.
- II. Attendance: See Above.
- III. Intro:  
None
- IV. Minutes:  
-Regular Board Meeting June 25, 2014  
1<sup>st</sup>: Bangs  
2<sup>nd</sup>: Casbeer  
Approved unanimously  
  
Special Board Meeting July 2, 2014  
1<sup>st</sup>: Warren  
2<sup>nd</sup>: Casbeer  
Approved unanimously
- V. Commissioner Comments/ Conflict of Interest Disclosure:  
None
- VI. Public Comments on Items not on Agenda:  
None

VII. Action Items

Resolution 1004: Approval of Change to Section 8 Administrative Plan Allowing Alternative Inspections

See memo\*

McGrath states that in this Appropriations Act congress did a significant amount of regulatory changes regarding Section 8 units, including being inspected once a year for Housing Quality Standards. Congress is now saying that if it's already been inspected by another party who's standard is at least as high as HQS, such as LIHTC with their UPCS (Uniform Physical Condition Standard), then we can use those instead of having our own inspector look at it again. Approximately 200 of our 774 are LIHTC. Some of our tenants are getting inspected 3 or 4 times a year, and we'd appreciate the opportunity to take advantage of not having that happen. Bangs moves to approve. Warren seconds. Resolution approved unanimously.

VIII. Staff Reports

a) MHA office space

Wells reviews the terms for the Maya Building being under contract. The agreement was no money hard for the first 90 days, \$5000 after 90 days, and \$10,000 after 180 days if everything goes smoothly. HUD was receptive to using the \$1.4 million in disposition funds for the offices. However, since the money would be used for something other than housing, they would want a first lien position on the property. It would need to be proven to them that if the building ever went into foreclosure than that \$1.4 million would come out first and would be reused towards public housing. Wells continues to discuss the finances on the building.

Lund asks if they will consider a second lien position.

Davidson states that the four banks they've talked with so far haven't been open to a second lien position. They are meeting with US bank next week which is the investor at both Garden District and Russell Square.

Wells went back and asked HUD what the chances of them taking a second lien were. They said that the money needs to benefit only Section 8 and Section 9. There is also the possibility of using a credit union, but they don't have a CRA need because of their non-profit status so they wouldn't be as competitive as some of the other banks. However, if they're the only ones willing to take the second lien, even with a higher interest rate, it might be something to consider. We would like to know the direction we will be going by the next board meeting. Wells also states that the MRA contribution is under way.

Wells, Davidson, and Lund discuss how the MRA contribution will be used.

(\*Recording stops\*)

b) Cooperation Agreement with City

Davidson states that two stakeholder meetings have been scheduled for August.

c) Rural Development Self-Help Program

Davidson states that they need to work on marketing the RD program and finding qualified families. The grant was cut by 10% or \$60,000, which means that this next build will have 9 families instead of 10. The grant application is being prepared.

Wells said he would put together a program of the project specs to send to Hoffmann and Bangs and see if either firm would have house plans to use for the next build. The first build had crawl spaces, but they are considering switching to slab on grade. The SHOP (Self-help Homeownership Opportunity Program) fund re-cert is going in, which is an additional HUD subsidy on top of the RD funds which will become unrestricted almost immediately after the return.

d) Stevensville loan payoff

Wells stated that he talked to the mayor of Stevensville and he said he would ask around for interested buyers. It's also a possibility to refinance the loan so that there are smaller payments.

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e) Vantage Villa Update

Davidson states that the insurance settlement came in and they are ready to proceed in the renovations.

f) Palace Project

Melton states that the inspection went well and they're now turning it over to an asset management group in Portland.

g) Silvertip Sound Mitigation

An insurance settlement has been reached and work is once again underway.

h) City Surplus Lots

Home grant still pending.

i) Draft Revision of 2014 Budget/ Proposed 2015 Budget

Davidson said that there have been so many changes over the course of the year it has been extremely time-consuming to incorporate them into a budget revision. She is hopeful she will have the revision to the Board by next month's meeting. There may also be some major changes in the 2015 budget, one being the possible mutually agreeable end of our property management contract with Homeward. This could be beneficial to both entities, but no decision has been made at this time. A 2015 budget will likely not be brought to the board until September in order to give some time for these variables to play out.

Need to have the 2015 budget finished by September.

IX. New Business

None

X. Old Business

a. Change in Procurement and Personnel Policies

b. Board Training opportunities

1. National NAHRO Conference, Baltimore, MD, Oct. 16-18

XI. Adjournment: The regular meeting was adjourned at 6:40 pm

  
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Jamie Hoffmann, Board Chair

  
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Lori Davidson, Executive Director

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