Missoula Housing Authority Board
Regular Board Meeting
Wednesday, August 21, 2019

-MINUTES-

Members Present: Monique Casbeer, Jack Richards, Mary Jane Nealon, Kila Shields, Kaia Peterson

Members Absent: Jamie Hoffmann, Collin Bangs

Staff Present: Lori Davidson, Jim McGrath, Mary Melton, Sam Oliver

Guests Present: Ryan Sudbury

I. Call to Order: The meeting was called to order at 5:30pm.

II. Attendance: See above

III. Approval of Minutes: Regular Board Meeting, July 17, 2019

1st: Casbeer
2nd: Nealon
None opposed, motion passes.

IV. Commissioner Comments/Conflict of Interest Disclosure:

None

V. Public Comments on items not on the Agenda:

Oliver: Over the past year plus we’ve been working with Desmet School to help them develop housing on surplus land they have. We’ve tied it into an election issue. They are going to expand their school. We’re putting before the voters a proposal to expand the school to expand classrooms, add a gym, and add a football field and track. And a proposal for housing. If they choose to execute, they’ll have to go through a formal bid process. The school board is really happy with how far this has come in the last 6 months. We’re at a point now where moving forward will depend on how the public votes.
VI. **Action Items:**
   a. Resolution #1098: Accepting FY2018 and FY2019 Capital Fund Awards

   Davidson: HUD requires we have a board resolution that accepts these Capital Funds. Capital Funds are a grant that HUD gives us annually to take care of our Public Housing units.

   1st: Casbeer
   2nd: Peterson
   None opposed, motion passes.

VII. **Staff Reports:**
   a. Garden District

   Davidson: We are having a major issue at Garden District with the roof. We’re investigating what needs to be done, but we have a lot more investigation to go before we know what needs to be done. Once we have more information, we’ll bring that to the board to get some advice about how to move forward. Ryan has been involved in this conversation from the start, as well as other management staff.

   Sudbury: We’ve looked to hire an outside attorney, so it’s a big issue. But we haven’t charted a course of action yet. We don’t have a scope of issue yet, so we don’t have a scope of representation yet.

   Davidson: Garden District was completed in end of 2009 and beginning of 2010. It’s 37 units in 3 buildings.

   Sudbury: Sam met with a contractor last week to remediate some of the problem. We thought it was an isolated issue, but we’ve discovered it’s larger than that. We’re still doing testing and research to find out the extent of the problem.

   b. Villagio

   Davidson: It’s on track and still moving forward. I think we have 5 general contractors bidding on it, 3 of which are from out of state. We’re still looking at a bid opening on September 10.

   c. RAD update/Voluntary Conversion

   Davidson: There’s nothing moving with RAD. We’ve moved to the Voluntary Conversion model. There is no update there. We’re working hard to spend the Capital Funds down before we convert. We’re looking at May or June for the conversion because of the timing of the repairs.
d. Parkside and Russell Square loan conversions

Davidson: Russell Square should be converting sometime this month. The appraisal came in at more than they needed, so we don’t have any issues with loan value. The Parkside loan we’ve put on the back burner for the moment because we have so many other things going on right now. The loan is still good for another 20 years and we do have replacement reserves. At some point we’ll make a decision about how to move forward with that, whether it’s refinancing the loan we have or going for another round of tax credits.

e. Cornerstone update

Davidson: We’ve hit a delay because the city has to do an environmental review. The city is saying it will probably be the 3rd week of October to get that done. We’ll probably go out to bid around the first of October. The completion of the environmental review and selection of contractor might coincide very nicely around end of October. Hopefully we’re able to break ground this year if the weather holds off.

f. Permanent Supportive Housing update

Davidson: This update is about Trinity which is the project that involves the Mullan Road land donated by the county and the Cooley block land. This is the project that involves Homeward and Blue Line Development. We have a presentation in front of the county commissioners tomorrow. The county has indicated that they expect to make a decision and make their approval by September 5. They are opening this up for public comment through September 5. We haven’t heard any substantial objections at this point. The sheriff’s department has been very supportive. Every indication is this is a project that can move forward.

g. Draft FY2020 Budget

Davidson: We’ve had one change. We had a Resident Opportunity and Self Sufficiency (ROSS) program which was a person who provided supportive services to our Public Housing residents. This is not the Family Self Sufficiency (FSS) Program. The FSS program is a completely different source of funding and is still going strong. The FSS program will carry over after the conversion. The ROSS program however would go away after the conversion. What’s happened is our ROSS coordinator was involved in an accident a few months ago and has been off work for the last 3 months. We were informed last week that she’s unable to return to work fulltime. The few hours she was cleared for wouldn’t be enough to meet with residents and do what needed to be done. We’ve spoken with HUD and terminated the ROSS program grant. They will recapture those grant funds, which we expected. The ROSS grant also provided $10,000 to the Central Office fund which will be eliminated. We’re still fine without those
funds, but we need to make that change in the budget. We’ve not tried to budget what will happen after we convert. We’ve gone with what we know right now. We’re hopeful we can do the conversion this coming fiscal year, but we can’t budget for it at this point. You’ll see we have healthy debt coverage ratios in all of our projects. Both Development and Bristlecone are showing losses this year but that is typical of the work they do because they get paid in big lump sums. Next month I’ll give you the cash balances of all the properties so you can see the actual cash on hand. We do look at each property as being self-supporting, so we can’t move money from one property to another.

h. New voucher opportunities

McGrath: There’s three opportunities. All of these opportunities feature partners. The first opportunity is a new voucher called Foster Youth Initiative. It serves the population of 18-24 years old that have fostered out or are fostering out and are at risk of homelessness or are homeless. We have to have a formal agreement with the Public Child Welfare Agency. They identify someone who is a youth that meets that category. They refer that youth to us and we tell HUD they are eligible and they receive a voucher. The max number of vouchers for any agency is 25, but we’ll start with a few. The Youth Homes are on board. The voucher does only last 36 months because the idea is to carry them through. Interestingly, our Housing Choice Voucher wait list is about 3 years long, so they could transition to that if they come up.

The second opportunity is HUD VASH. It’s a fairly successful program. About 3 years ago HUD opened it up and said we could express interest in having VASH vouchers. Basically we get a letter of support from the VA and tell HUD yes we’re interested. HUD then does an analysis to determine how many vouchers are needed and you’re invited to apply for that. The minimum is 5 and the max is 500. Two years ago we applied and HUD lost our email. Last year the VA wouldn’t give us a letter of support. Now the VA has a new director and they are going to give us a letter of support. So we’ve submitted it to HUD again. I have no idea what HUD will come back with as far as the local need.

The third opportunity is called Mainstream Vouchers. These are derived to serve nonelderly disabled, but they’re part of the regular Housing Choice Voucher pool. In order to get an award, you have to have partners that will provide services. We also have to come up with a need because they ask for the number of vouchers. I’m thinking we’ll ask for 20 to 24. The state of Montana is also applying this year. It will be very competitive. We’ll have a good application, but it will be a shot in the dark. If we receive it, we’ll have to do a preference on our waiting list, which we currently don’t have.

VIII. Old Business:

None
IX. **New Business:**

None

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

Jamie Hoffmann, Board Chair

[Signature]

Lori Davidson, Executive Director