

## **Missoula Housing Authority Board**

Regular Board Meeting  
Wednesday, March 15<sup>th</sup>, 2023

### MINUTES-

Members Present: Sam Oliver, Jack Richards, Kaia Peterson, Sheena Comer Winterer, Tiegan Avery  
Via ZOOM: Kila Shields

Members Absent: Colin Bangs

Staff Present: Debbie Hibbitts, Jim McGrath

- I. Call to Order: The meeting was called to order at 5:41 pm.
- II. Attendance: See above
- III. Approval of Minutes: Regular Board Meeting – February 15, 2023  
Richards: Moves  
Comer Winterer: 2<sup>nd</sup>  
Approved
- IV. Commissioner Comments/Conflict of Interest Disclosure:  
Comer Winterer: Today at the Missoula Housing Report meeting Jim did a great job of presenting MHA projects. I thought it was very successful. Good job on that.  
McGrath: It was very nice that the realtors wanted to celebrate our projects. I think it lasered in on our work for an otherwise dismal report.  
Oliver: It was interesting to look back over the family housing additions through the years and you could see how much MHA has added to the market. It was a cool spotlight for us. There were a lot of folks that really recognize the work we are doing.
- V. Public Comments on items not on the Agenda: None
- VI. Action Items: None
- VII. Staff Reports:
  - a. Introduction of new staff members  
Oliver: It was our intention to introduce you to two new staff members. Our outreach coordinator, Sarah Stout, had a childcare conflict and Evan Hauser, our new Project

Manager, is out sick. They both have proved to be really good hires who have hit the ground running.

b. Garden District Lawsuit Closeout

Oliver: We have settled. We have received payment and it was a successful outcome for us after a long process. We had fantastic legal representation. Ryan pitched in and helped during many parts of that process.

Peterson: I think they did a phenomenal job and kept the board informed. They explained things well and navigated our role in it very thoughtfully. I really thought it was outstanding.

c. Valor House

Oliver: We addressed it last meeting. Not much of an update there. We have a meeting with the VA tomorrow.

McGrath: We will go over how the closeout will go. Hopefully, it will be a very straight forward process.

d. National Museum of Forest Service History

Oliver: We are in the selection process. We had very striated bids. The unique part of this job is a lot of the materials have been donated so once that is subtracted from the budget, hopefully, that will decrease those initial bids and get us on budget. They put in for a permit to get concrete placed this fall and begin building over the winter. It is expected to open beginning 2025. They need 6 months for the exhibit builders to get in and do their work.

e. Closeout of Public Housing

Oliver: I was all excited because we submitted everything, but it is going to be a hurry up and wait situation. We are cautiously optimistic.

Peterson: It will be nice to get this off the deck.

f. Villagio

Oliver: Villagio continues to move along really well. They are punching out the 4<sup>th</sup> floor of building A. Dick Anderson has done a really amazing job and is very efficient.

They have an app that facilitates punch lists. If you find a defect you snap a picture through the app and it drops a pin on the floor plan. Really impressed with that at Villagio and it is really helping things move along.

Comer Winterer: What is the sequence for punch out?

Oliver: The 4<sup>th</sup> floor is the final floor to be punch listed so we are almost done.

g. Trinity:

Oliver: It is suffering a little bit due to manpower issues. Cooley has opened up and Stoddard has been punched. Ash will walk through with Headwaters and double check the punch list has been taken care of. The Architects will verify again following. We are waiting on the Temporary Cert. of Occupancy from the City. They have been really great

in allowing us those TCOs to get some folks moved in despite some typical requirements not being fulfilled yet. They know we are not far behind.

h. Speedway & Stoddard

Oliver: 819 Stoddard we can address once we are officially closed out of Public Housing and Speedway will be a project for our new Outreach Coordinator. We will familiarize her with the property and she can start looking at grants and thinking about what we want to do there. Previously we had a 12 unit building proposed for that sight.

i. Strategic Planning

Oliver: We created spreadsheets to track our goals, point of contact, and projected deadlines. I simply started to go back through these goals and give a brief description on progress. The good news is a lot of these are closed out or well underway. We have made some pretty good strides over the past year.

Peterson: It is amazing this was one year ago. Hopefully, one of the takeaways is the incredible amount of work, progress and success that has been achieved in the past year. There is a lot to celebrate.

Oliver: At the end of the packet, I included some of our strategic measurables. Our general balance sheet we are quite proud of and Adam put a report together of our current staff and years served. All together there is 298 combined years with MHA. 50% of these positions are in the double digits now. We can and should be very proud.

*\*\*Please see Board and Staff Strategic Planning Documents for details; pgs. 13-20 of March 15, 2023 MHA Board Packet\*\**

VIII. Other Matters: None

Meeting adjourned at 6:37 pm

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Sam Oliver, Executive Director

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Kaia Peterson, Board Chair