

Missoula Housing Authority Board

Regular Board Meeting
Wednesday, December 15, 2021

-MINUTES-

Members Present: Kaia Peterson, Mike Nugent, Erma Mack-Wilkes, Kila Shields,
Jack Richards

Members Absent: Collin Bangs, Teigan Avery

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

Guests Present: Ryan Sudbury

- I. Call to Order: The meeting was called to order at 5:31pm.
- II. Attendance: See above
- III. Approval of Minutes:
 - a. Regular Board Meeting – November 17, 2021
 - 1st: Richards
 - 2nd: NugentNone opposed, motion passes.
 - b. Special Board Meeting – November 22, 2021
 - 1st: Nugent
 - 2nd: RichardsNone opposed, motion passes.
- IV. Commissioner Comments/Conflict of Interest Disclosure:

None
- V. Public Comments on items not on the Agenda:

McGrath: Tonight is Mike's last meeting, so I'd like to thank him for his service.
- VI. Action Items:
 - a. Resolution #1132: Amending Sec 8 Admin Plan Voucher Extension Policy

McGrath: In April 2020, HUD gave us regulatory waivers through the CARES act. One of the most useful waivers gave us the ability to do policy changes on the fly as we needed to, without having to come to the board. These waivers

sunset on December 31, so the Board has to take action to adopt these policy changes.

Resolution #1135 states that we adopted several waivers and they sunset on December 31. The list of waivers we adopted is in the board packet.

Resolution #1132 amends our policy on voucher extensions. This policy hasn't been changed in several years. The current policy (prior to the waiver) states we issue a 60 day voucher and the voucher holder can ask for one 30 day extension for limited reasons. During COVID, we adopted several changes to this policy. One change gave an extension for anything related to COVID and we would entertain more than move extension. In July 2020, the market seized up, so we added another extension reason that was due to the market conditions. People could get multiple extensions. These changes would go away December 31 if we didn't adopt a policy change, but the market is still terrible and there's still COVID, so we worry about 60 days being long enough to find a unit. We're going to add a requirement that they have to sign up tax credit property waiting lists. We've also added searching for a 3 bedroom unit is a reason for an automatic extension, in addition to the existing 4 and 5 bedroom unit automatic extension reason. We're going to create a form for requesting an extension that will list the three reasons they can request extensions for, and they check the reason that applies.

The administrative plan currently states that if they receive an extension, they are supposed to submit a housing log, but we've never enforced that, so we're removing that. We are going to put a log tool in their briefing packet, but it's not required they turn it in to us.

Resolution #1133 adopts several waitlist preferences. We added some waitlist preferences a couple years ago when we were awarded mainstream vouchers, which are for nonelderly, disabled households. We've selected a couple additional preferences to add. One is for households who are in the Human Resource Council IAP program. Another preference is for households we want to lease in place who currently live in a publicly funded program, like tax credit. We actually used this preference to give vouchers to some of the tenants at the Bridge Apartments.

Resolution #1134 adopts the policies specific to the Emergency Housing Voucher program. It is part of the Housing Choice Voucher program, but there are some differences, so we needed policies specific to those differences.

Peterson: Would someone like to make a motion to approve all four resolutions?

1st: Richards

2nd: Nugent

None opposed, motion passes.

- b. Resolution #1133: Amending Sec 8 Admin Plan Waitlist preferences

See above

- c. Resolution #1134: Amending Sec 8 Admin Plan to add Emergency Housing Vouchers addendum

See above

- d. Resolution #1135: Adopting Administrative Plan Policy Waivers for COVID-19

See above

VII. Staff Reports:

- a. COVID-19 update

Davidson: Nothing new and no changes.

- b. Villagio update

Oliver: If you drive past either jobsite, you can see them growing out of the ground and changing the skyline. We've finished all the critical concrete work, which allows us to continue framing through the winter. We've been engaged as a team, making a lot of decisions about some of the items that follow these phases of construction, such as access controls and security cameras. Both Headwaters and Dick Anderson Construction and have been performing well. It's a trying time right now with the supply chain issues, but we're getting really good attention from both companies.

- c. Trinity update

See above

- d. Speedway and 819 Stoddard

Davidson: No word yet from the potential consultant on potential funding for the Speedway site project. Colin and Mike did get over to Stoddard and they recommended we sell the property. We need to do some homework in terms of zoning to make sure we can sell that lot separately.

- e. Strategic planning

Davidson: We received a proposal from Sarah Elkins. I've passed it on to the management team first to look over and answer some questions she posed. Once they've had a chance to review it, I'll bring it to the board to review.

VIII. Other Matters:

a. Maclay to Development Loan Payment discussion

Davidson: We discussed this a few months ago in relationship to the loans we took out to perform work on the roof at Garden District. MHA is the holder of the loan to Maclay, and Maclay has been making regular payments on that loan to MHA. Now that Maclay is making payments to the bank to pay the loan that it took out for Garden District, we don't think there's enough money to pay both the MHA loan and the bank loan. When we discussed this a few months ago, we had proposed suspending loan payments to MHA until we reached a resolution with the Garden District lawsuit. Maclay has incurred some greater costs in the past few months, so now we're thinking it might not be able to make both loan payments.

Peterson: Does the MHA loan have an interest rate?

Davidson: Yes, 3%.

Peterson: Will the loan accrue interest while payments are suspended?

Davidson: That is something we hadn't decided on.

Hibbitts: I'd like to accrue interest if the property can handle it, which I think it can. That's how it is with many types of loans. If something changes, we can revisit.

Peterson: That would be my recommendation at this point and we can always forgive or restructure that later.

Davidson: Do you want a resolution on this next month?

Peterson: Yes, I think it would be helpful to have it in writing in a resolution.

I. Adjournment: The regular meeting was adjourned at 6:10pm.



Kaia Peterson, Board Co-Chair



Lori Davidson, Executive Director