

2017 Calendar

January 2017						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2017						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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26	27	28	29	30	31	

April 2017						
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						1
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23	24	25	26	27	28	29
30						

May 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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11	12	13	14	15	16	17
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25	26	27	28	29	30	

July 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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23	24	25	26	27	28	29
30	31					

August 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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20	21	22	23	24	25	26
27	28	29	30	31		

September 2017						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2017						
Su	Mo	Tu	We	Th	Fr	Sa
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
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19	20	21	22	23	24	25
26	27	28	29	30		

December 2017						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 8-11 – Annual Housing Conference – Great Falls

December 2016

- 12 – Board Meeting – Webinar - Helena

January 2017

- 5 – Rotunda Day – Helena Capitol
- 8-13 – HFA Institute – Washington DC (Staff)
- 23 – Board Meeting – Helena

February 2017

- 13 – Board Meeting – Helena or Webinar

March 2017

- 6-8 – Legislative Conference – Washington DC (staff and 2 Board Members)
- 13-15 Board meeting
Board Governance, Onboarding and Financial Training - Bozeman
Strategic Planning and Initial Bond Closing
Bond Closing

April 2017

- No Board Meeting

May 2017

- 1-3 – Mountain Plains Housing Summit – Boise (Staff and 2 Board Members)
- 8 - Board Meeting and Training – Great Falls

June 2017

- 12 – Board Meeting -
- 20-23 – Housing Credit Connect – Atlanta (Staff)

July 2017

- No Board Meeting

August 2017

- 14 – Board Meeting – Helena

September 2017

- No Board Meeting

October 2017

- 13-17 – Annual Conference – Denver (Staff & 2 Board members)
- 22 – Training - Strategic Planning - Billings
- 23 – Board Meeting - Billings

November 2017

- No Board Meeting

December 2017

- No Board Meeting

Administrative Dashboard

November 14, 2016

Board Meetings

The next Board meeting will be December 12, 2016 via webinar only. The Board meeting will start at 8:30 A.M. and will include the selection of the Single Family Trustee.

Board News

In January 2017, four Board members, Pat Melby, Ingrid Firemoon, Doug Kaercher and JP Crowley's appointments will expire. Governor Bullock will make appointments and reappoints as appropriate.

Two Board members are approved to attend the NCSHA's Legislative Conference in Washington DC, March 6 – 8, 2017. The Legislative Conference addresses the organization's legislative priorities and provides a platform for strategizing a unified message to collectively present to Congress. A who's who of Washington's housing insiders; the conference brings together HFA leaders, their board members, and stakeholders. Key Congressional staff and industry leaders will discuss the issues affecting HFAs today. If you are interested in attending this conference please let Bruce Brensdaal know.

In March 2017, the Board and MBOH staff will attend a three day retreat at the Grantree Hotel in Bozeman. This retreat will include training in Board Governance, Onboarding, and Financial Statements. A Board meeting will take place on Tuesday, March 14, and Bond pre-closing. The following morning, the 2017A Bond Closing will be finalized.

Direct Deposits:

Board members will have an opportunity to have expenses and reimbursements directly deposited into their accounts. This process will require a voided check to be given to Paula, and then all reimbursements will be processed and placed in the account within 2 days. This saves, time, postage and more time.

Grand Openings, Ground Breakings and other Public Events

The Promotions/PR team is fine-tuning the process for public events to be requested and scheduled, in order to maximize the benefit of these positive news opportunities, while streamlining the process for efficiencies. An application is in the design phase and will be put to use in time for the next Housing Credit allocation.

Operations Update

The program managers and senior leadership staff have been developing their strategic plans and developing work plans to address the items from the Board planning session. In the upcoming months, anticipate seeing updates in the dashboards as well as the Board's strategic planning document.

We continue to work on updating the job descriptions and are in the process of creating career ladders within the Division for each program. We anticipate rolling out a career ladder program this fall in servicing and in section 8.

The Trustee Responses are being reviewed by staff in preparation for the December 12, 2016 Board meeting.

Marketing Update

The Housing Day in the Rotunda continues to be a top priority. We are planning and designing invitations and strategizing on how to maximize the impact to the legislature in the short time we will see them. Todd and Penny will work on a short video of testimonials about those that have been helped by a program and by those who will describe the unmet need. We will also create signage with data points and statistics about the need for more affordable housing in Montana.

Planning has begun on the 2017 Housing Partnership Conference. The conference will be held in Great Falls from May 8 to May 10. Watch for "Save the Date" emails. We will begin recruiting sponsors in December.

Todd is working on updating the MTHousingSearch website by supplying photos of properties. Next, he will work to get additional properties listed.

We both are working to bring our website to the next level. We also are working on a strategy for social media. More to come on both these topics.

Staffing

We hired Claire Neary in servicing to assist with daily journals and operations. We also hired Jeremy Shields in Section 8 as a new contract manager.

Our Tax Credit team and Finance team are interviewing candidates to fill vacancies in their areas.

We are working with Marc Scow to assist with staff training and development. The Housing Assistance Bureau has gone through the training and we will have a division wide session focused toward change and adaptability. All results thus far have shown that the BOH staff are grounded and have a solid energetic purpose focused toward the mission.

HOUSING DIVISION DASHBOARD

*Tenant Based, Veterans' Vouchers, Mod Rehab, ShelterPlus Care I and II,
811 PRA Demo Programs:*

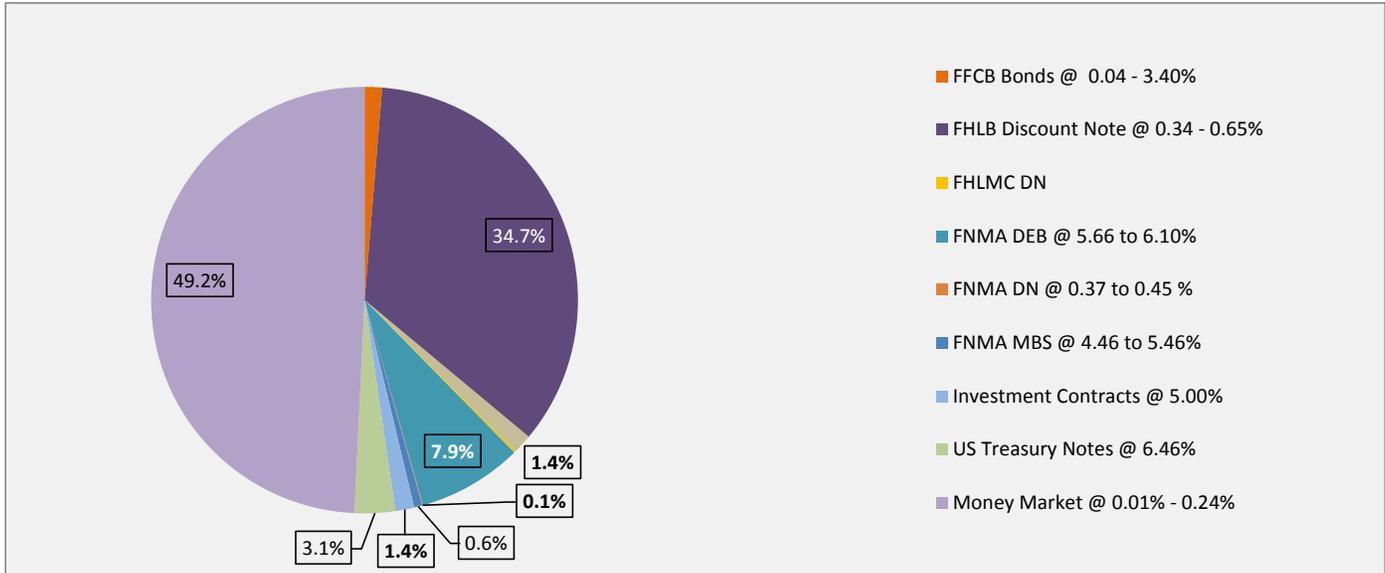
Current Period: November, 2016

Section 8 Programs	Oct-2016	Current	Change	Calendar	HUD	Year to	Term
		Month		Year		Date Agent	
		Nov-2016		HAP	Budget	Fees	
Housing Choice Voucher (HCV)					15,426,099	1,221,099	CY 2016
<i>PBS8 Opt-Out Conversion Funding</i>					88,595		
Paid Units (3625 Agency contracts)	3,293	3,328	35				
Current Month Payment Amount	1,569,801	1,583,214	13,413	16,252,233		1,221,099	
Veterans Affairs Supportive Housing (VASH)					313,408		
Number Units Paid (306 Authorized)	236	240	4				
Payment Amount	141,559	142,559	1,000	1,359,083			
Moderate Rehabilitation (ModRehab)					2,012,728		
Number Contracts	18	18	0				
Paid Units (297 Authorized)	258	246	-12				
Payment Amount	134,825	135,477	652	1,534,836		93,284	
Shelter Plus Care I (Individual) FY13 Grant Funds					195,488		8-1-16-7-31-17
Number Units Paid (28 Authorized)	32	32	0		Grant Balance		
Payment Amount	15,836	15,836	0	195,488	0		
Shelter Plus Care II (Family)					36,606		7-1-16-6-30-17
Number Units Paid (5 Authorized)	6	6	0		Grant Balance		
Payment Amount	3,835	3,835	0	28,291	7,025		
Project-Based (PBS8)						Admin Earnings	Fed Fiscal
Contracts	87	87	0			63,760	
Units Paid (4132 Authorized with 8bb)	3,548	3,470	-78				Contract Extension
Payment Amount	1,639,091	1,610,069	-29,022				Expires June 30 2016
Calendar Year Admin Earnings						587,760	
811 Project Rental Assistance Demo (FY12 \$)					1,900,000	157,000	Five Year
Rental Assistance Contracts (RAC)	48	48	0				
Units (grant requires 82)	7	7				8 Units Kalispell	
Payment Amount	4,266	4,266	0	22,119		40 Units Missoula	
						48	
Totals	Previous	Current					
	Month	Month					
Paid Units:	7,373	7,322	-51				
Budgeted Units:		8,317					
All Section 8 HAPs	3,504,947	3,490,990	-13,957				

Accounting & Finance Dashboard

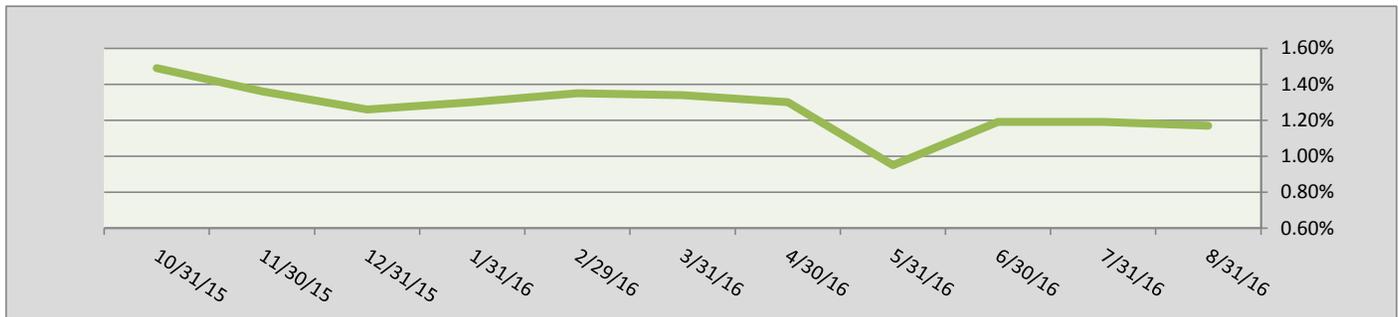
Data as of August 31, 2016

Investment Diversification



FNMA = Federal National Mortgage Association
 FHLB = Federal Home Loan Bank
 FHLMC = Federal Home Loan Mortgage Corporation
 FFCB = Federal Farm Credit Bank

Weighted Average Yield Trend



NOTE: Weight Average Yield in December should have been 1.29% not 0.79% as state in previous month.

Portfolio Maturity

For August 31, 2016

Available Now	Less than 1 year	1 to 5 years	6 to 10 years	11 to 15 years	16 to 20 years	21 to 25 years	Grand Total
\$ 76,413,071	\$ 53,739,000	\$ 1,754,000	\$ 10,214,000	\$ 7,705,000	\$ 2,399,199	\$ 2,996,592	\$ 155,220,862

**Montana Board of Housing
Accounting and Finance
Investment Maturity Schedule
August 31, 2016**

Maturity Date	Trustee Bank	Investment Type	Par Value
08/31/2016	US BANK MONEY M	US Bank Corporate Tr	6,667,462.31
08/31/2016	WELLS FARGO MON	Wells Fargo Bank Wes	69,745,608.29
11/16/2016	FHLB DN	Wells Fargo Bank Wes	8,462,000.00
12/15/2016	FHLB DN	Wells Fargo Bank Wes	36,656,000.00
12/28/2016	FHLB DN	Wells Fargo Bank Wes	1,961,000.00
12/30/2016	FNMA DN	Wells Fargo Bank Wes	90,000.00
05/24/2021	FFCB	Wells Fargo Bank Wes	1,230,000.00
12/16/2024	FFCB	Wells Fargo Bank Wes	805,000.00
08/15/2025	T-NOTES & BONDS	Wells Fargo Bank Wes	4,796,000.00
04/30/2026	FNMA DEB	Wells Fargo Bank Wes	4,613,000.00
09/27/2027	FNMA DEB	Wells Fargo Bank Wes	4,070,000.00
11/26/2027	FNMA DEB	Wells Fargo Bank Wes	3,635,000.00
07/15/2032	FHLMC BOND	Wells Fargo Bank Wes	2,225,000.00
02/01/2036	FNMA MBS	Wells Fargo Bank Wes	57,467.55
05/01/2036	FNMA MBS	Wells Fargo Bank Wes	31,251.12
07/01/2036	FNMA MBS	Wells Fargo Bank Wes	85,480.34
03/01/2037	FNMA MBS	Wells Fargo Bank Wes	153,115.89
06/01/2037	SOCIETE - REPO	Wells Fargo Bank Wes	2,200,000.00
08/01/2037	FNMA MBS	Wells Fargo Bank Wes	42,567.85
08/01/2038	FNMA MBS	Wells Fargo Bank Wes	72,880.47
12/01/2038	FNMA MBS	Wells Fargo Bank Wes	418,247.20
01/01/2039	FNMA MBS	Wells Fargo Bank Wes	39,991.84
12/01/2039	FNMA MBS	Wells Fargo Bank Wes	69,788.79
11/22/2016	FHLB DN	Wells Fargo Bank Wes	2,115,000.00
11/23/2016	FHLB DN	Wells Fargo Bank Wes	4,455,000.00
05/26/2017	FHLB DN	Wells Fargo Bank Wes	278,000.00
08/22/2017	FHLMC DN	Wells Fargo Bank Wes	246,000.00
			155,220,861.65

FNMA = Federal National Mortgage Association

FHLB = Federal Home Loan Bank

FHLMC = Federal Home Loan Mortgage Corporation

FFCB = Federal Farm Credit Bank

Homeownership Program Dashboard

November 10, 2016

Rates

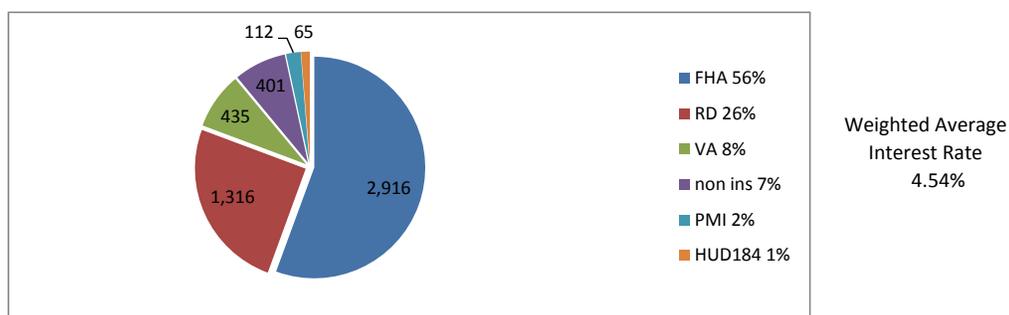
	Current	Last Month	Last Year
MBOH	3.25	3.25	3.25
Market	3.69	3.50	3.59
10 yr treasury	2.15	1.79	2.06
30 yr Fannie Mae	3.33	3.04	3.46

Loan Programs

	Oct 2016 reservations	Amount	Total: Number	Amount	Original Amount	Balance
Regular Program						
Series 2016A	26	3,711,912	263	39,958,852	40,000,000	41,148
80% Combined (20+)	2	277,600	71	8,968,170	Funded w/ Reg	
Series 2017A(10.21.16)	9	1,270,134	9	1,270,134	20,000,000	18,729,866
Other Programs						
Veterans (Orig)	1	240,250	229	41,350,265	Revolving	5,825,660
908 Mrtg Cr Cert (MCC)	15	2,890,878	261	49,938,976	50,000,000	61,024
Set-asides:						
Score Advantage	12	67,026	190	1,010,954	1,500,000	489,046
Set-aside Pool	1	111,492	28	3,755,232	13,021,113	9,265,881
Foreclosure Prevent	0	0	1	4,365	50,000	45,635
Disabled Accessible	0	0	226	16,358,432	Ongoing	862,950
Lot Refi	0	0	12	1,273,560	2,000,000	726,440
Habitat	0	0	2	278,393	1,000,000	721,607

MBOH Portfolio as of Sept 2016

5,245 Loans* (4,271 serviced by MBOH)



*This is a 2.62% decrease in portfolio size from September 2015 when we had 5,386 loans

Delinquency and Foreclosure Rates

	Montana Board of Housing			Mortgage Bankers Assoc. 06/2016 <i>(most recent available)</i>		
	Sep-16	Aug-16	Sep-15	Montana	Region	Nation
30 Days	1.78	1.68	2.45	1.44	1.81	2.39
60 Days	0.95	1.04	1.06	0.44	0.57	0.79
90 Days	1.95	2.24	2.36	0.66	0.94	1.47
Total Delinquencies	4.68	4.96	5.87	2.54	3.32	4.65
In Foreclosure	0.93	0.79	0.74	1.34	1.84	3.11

Lender/Realtor/Public Outreach

Wednesday October 5 – Lender/realtor training Missoula with NWMT and RD

MT League of Cities and towns Annual Conference in Missoula, October 5 - 7

Tuesday October 11 – Lender/realtor training Missoula with NWMT and RD

Thursday October 13 – Lender/realtor training Helena with NWMT and RD

Wednesday November 2 – Lender/realtor training Great Falls with NWMT and RD

MLTA Fall Seminar in Billings, November 3 - 4

Tentative:

HUD 184 Lender Training to be held March 2017

SPECIAL NOTE Jeannene Maas has announced her retirement and her last day will be November 29th! Jeannene has worked for the Board of Housing for a total of 25 years, she currently works as our Training and Outreach Specialist. In the past Jeannene worked at MBOH as a Loan Specialist and a Foreclosure Specialist, and she spent a number of years working for title companies. Her vast knowledge Board programs and real estate loans in general has made her an invaluable asset to Board of Housing and she will be greatly missed.

We wish you all a wonderful Thanksgiving!!

MORTGAGE SERVICING PROGRAM DASHBOARD

Effective 10/31/16

Last Month

This Month

MONTH	October phone payments 134	APRIL	SEPTEMBER	OCTOBER	
PORTFOLIO TOTAL LOANS			4573	4625	4604
MBOH			4261	4305	4285
BOI			294	302	301
MULTI FAMILY			18	18	18
PRINCIPAL (all loans)			\$ 408,768,415.00	\$ 415,933,276.41	\$ 414,875,622.98
ESCROW (all loans)			\$ 6,321,370.00	\$ 5,847,108.67	\$ 6,412,281.90
LOSS DRAFT (all loans)			\$ 669,809.00	\$ 810,606.14	\$ 846,812.33
LOANS DELINQUENT (60+ days)			224	174	162
FORECLOSURES TOTAL 2016			15	25	29
ACTUAL FORECLOSURE SALES			3	1	4
DELQUENT CONTACTS TO MAKE			951	714	701
LATE FEES - NUMBER OF LOANS			646	778	737
LATE FEES - TOTAL AMOUNT		\$ 18,533.78	\$ 22,199.92	\$ 21,381.18	
PAYOFFS		40	55	50	
NEW LOANS/TRANSFERS		53	29	19	

LOSS MITIGATION	OCTOBER	NEW August - Periodic Monthly Statements September - Quarterly Newsletter
ACTIVE FINANCIALPACKETS	19	
REPAYMENT/FORBEARANCE	62	
HAMPS/PARTIAL CLAIMS & MODS PNDG	16	
PRESERVATION PROPERTIES	11	
REAL ESTATE OWNED PROPERTIES	9	
CHAPTER 13 BANKRUPTCIES	15	

Multifamily & RAM Program Dashboard

November 14, 2016

Loan Programs

Applications	Active Loans:	Outstanding Bal	Balance Available
<u>Reverse Annuity (RAM)</u>			
RAM	76	3,718,033	
<u>Housing Montana Fund</u>			
TANF	62	429,772	
Revolving Loans	3	460,822	
AHP	8	1,526,839	
<u>Bond Programs</u>			
Regular Program	-	-	11 1,387,687
Conduit	5	17,250,000	2006-2016
Risk Share	-	-	8 7,858,296

Housing Credits (HCs) Allocation

	City	Award	HC Year	Status
Fort Peck Sust Village	Poplar	13-Apr	2013	waiting for 8609 paperwork
Sunset Village	Sidney	13-Dec	2014	received 8609 paperwork
Voyageur Apartments	Great Falls	13-Dec	2014	Leased up; waiting on 8609 paperwork
Chippewa Cree Homes I	Box Elder	13-Dec	2014	rehab finish target to be late October
Antelope Court	Havre	14-Nov	2015	construction is about 50% complete
Cascade Ridge II	Great Falls	14-Nov	2015	received 8609 paperwork
Guardian Apartments	Helena	14-Nov	2015	rehab 75-80% complete, HOME app submitted
Stoneridge Apartments	Bozeman	14-Nov	2015	construction is 84.3% complete
Sweet Grass Commons	Missoula	14-Nov	2015	construction is approx 60%
River Ridge	Missoula	14-Mar	2015	substantial completion slated for Oct 24, 2016
Larkspur	Bozeman	15-Dec	bond deal	on track 6 weeks ahead of schedule
Big Sky Villas	Belgrade	16-Jan	2016	waiting on RD for ownership transfer

Valley Villas	Hamilton	16-Jan	2016	waiting on RD for ownership transfer
NorthStar	Wolf Point	16-Jan	2016	clsing later this year
Little Jons	Big Fork	16-Jan	2016	waiting on RD for Oownerhsip transfer
Red Fox	Billings	16-Jan	2016	close with US Bank week of 21st
Freedoms Path	Fort Harrison	16-Jan	2016	waiting for Historic TC

Housing Credits (HCs) Compliance

	Year to Date	Last Year
Project Site Visits	81	86
Units Inspected	2,357	1,526

<u>Projects w/Comp</u>	<u>Owner</u>	<u>Management</u>	<u>audit done</u>	<u>Explanation</u>
See attached				

PROJECT All Projects Montana Board of Housing PAGE #
1
COR408 REPORT OF ANNUAL AUDIT FINDINGS REPORT
09/09/16 AUDIT DATES 01/01/2016 - 09/05/2016 DATE RUN

PROJECT 00040 Fort Belknap Agency 1 MANAGER 81-0216424 FORT
BELKNAP HOUSING
OWNER 81-0535190 Fort Belknap Housing Development Agency LP CONTACT John
Allen (406) 353-2601
CONTACT Mark Azure (406) 353-2205 ON-SITE Kathy Wing
(406) 353-2602
BLDGS PIS 11 LAST BUILDING PIS DATE 02/08/2002

AUDIT DATE 05/31/2016 BY TODD JACKSON OWNER RESPONSE DATE
08/26/2016 CLOSE OUT LETTER DATE 00/00/0000

PROJECT LEVEL FINDINGS Files-Make sure all files have signed move in TIC's. Most
of the 515 original move in TICs were not in the files or
signed and must be there.
Most units need lawn mowed
Most units have gopher holes that creates large tripping
hazzards
Replace all damaged or missing window screens
Remove foundation vent covers for summer

BUILDING ID MT-00-00026 236 Middle Rodeo Ave
CRD START 2002

UNIT 51501 File-See Property Wide Findings
Site-Repair bedroom blinds
Repair cracked floor tile
Repair kitchen exsaust fan
Exterior siding lower trim panel loose in several areas

BUILDING ID MT-00-00027 231 Middle Rodeo Ave
CRD START 2002

UNIT 51502 File-See Property Wide Findings
Site-Repair kitchen floor
Replace front outside light cover
Repair master bedroom wall hole
Rear door (exterior) brick mold damaged; hole in exterior
rear siding; exterior siding (right side) needs paint in
areas

BUILDING ID MT-00-00028 269 Middle Rodeo Ave
CRD START 2002

UNIT 51503 File-See Property Wide Findings
Site-Repair tub molding
Clean and adjust master bathroom fan
Repair range hood light and fan
Replace missing bedroom light cover

Right/rear gutter down spout missing

BUILDING ID MT-00-00029 291 Middle Rodeo Ave
CRD START 2002

UNIT 51504 File-See Property Wide Findings
Site-Unit off line and vacant since March due to a water heater leak. Mold found all throughout unit and window seals. Crawl space shows mild signs. Professional mold mitigation must be used to repair this unit.
Repair master bath toilet seat
Repair all doors and walls with holes
Repair all broken windows
Replace all missing light covers for inside and out of the unit
Repair flooring
Rear siding bottom trim board damaged
Replace water heater
Repair all broken cabinets, cabinet doors that have holes or missing doors and drawers

BUILDING ID MT-00-00030 391 Lower Rodeo Ave
CRD START 2002

UNIT 51505 File-See Property Wide Findings
Site-Lawn needs mowed

BUILDING ID MT-00-00031 411 Lower Rodeo Ave
CRD START 2002

UNIT 51506 File-See Property Wide Findings
Site-Replace rear door
Replace kitchen cabinet lower door
gutter down spout disconnected

BUILDING ID MT-00-00032 427 Lower Rodeo Ave
CRD START 2002

UNIT 51507 File-See Property Wide Findings
Site-Repair kitchen stove

BUILDING ID MT-00-00033 447 Lower Rodeo Ave
CRD START 2002

UNIT 51508 File-See Property Wide Findings
Site-Replace missing outside front light cover
Remove clutter by water heater
Repair damaged vanity in bathroom

BUILDING ID MT-00-00034 465 Lower Rodeo Ave
CRD START 2002

UNIT 51509 File-See Property Wide Findings
Site-Repair address sign
Replace missing outside front and back light covers
Repair front railing

Repair master bath ceiling heat vent
Repair kitchen island drawers

BUILDING ID MT-00-00035 481 Lower Rodeo Ave
CRD START 2002

UNIT 51510 File-See Property Wide Findings
Site-Repair master shower
Repair front door frame
Repair kitchen island
Left/rear gutter down spout damaged; hole in exterior siding
- right side of home

BUILDING ID MT-00-00036 306 Middle Rodeo Ave
CRD START 2002

UNIT 51511 File-See Property Wide Findings
Site-Repair all broken windows
Repair kitchen island
Repair kitchen drawers
Repalce missing stove burners
Repair all wall holes in unit
Remove wax in bath tub drain
Replace damaged kitchen outlet cover
Exterior lower trim board damaged/missing in several areas

INSPECTION RATINGS HISTORY: TYPE DATE RATING

=====

PROJECT 99140 Columbia Villa Apartments MANAGER 81-0351346 Monfric Realty
OWNER 81-0525140 Columbia Villa HP-NWMHRI LP C/o John P. Grady CONTACT Anita Moseman (970) 434-9719
CONTACT John Grady (619) 276-6271 ON-SITE Connie Cramer (406) 892-4552
BLDGS PIS 3 LAST BUILDING PIS DATE 07/01/2000

AUDIT DATE 03/16/2016 BY ROBERT VANEK OWNER RESPONSE DATE 04/15/2016 CLOSE OUT LETTER DATE 00/00/0000

PROJECT LEVEL FINDINGS 1) Property wide - exterior second floor landing vinyl floor material has evidence of excessive wear/stains
2) Property wide - parking lot evidence of excessive cracking/settlement/heaving/ponding

BUILDING ID MT-99-00051 700 7th Street West SEE PROJECT LEVEL FINDINGS
CRD START 2000

UNIT 112 Files - N/A
Unit - Exterior bedroom window frame shows evidence of weathering

BUILDING ID MT-99-00052 700 7th Street West SEE PROJECT LEVEL FINDINGS
CRD START 2000

BUILDING ID MT-99-00053 700 7th Street West SEE PROJECT LEVEL FINDINGS
CRD START 2000

UNIT 301 Files - N/A
Unit - Bathroom vent fan excessive noise

INSPECTION RATINGS HISTORY: TYPE DATE RATING

PROJECT 99180 Sunridge Pointe Apts (Prev Valley View) MANAGER 81-0351346 Monfric Realty
OWNER 81-0525141 Valley View HP-NWMHRI LP CONTACT Anita Moseman (970) 434-9719
CONTACT John Grady (619) 276-6271 ON-SITE Alana Carvel (406) 752-1545
BLDGS PIS 5 LAST BUILDING PIS DATE 07/01/2000

AUDIT DATE 03/16/2016 BY ROBERT VANEK OWNER RESPONSE DATE 04/15/2016 CLOSE OUT LETTER DATE 00/00/0000

PROJECT LEVEL FINDINGS 1) Property wide - exterior siding shows evidence of weathering (in need of repair/painting)
2) Property wide - exterior metal stairways (leading to

- second story units) have excessive corrosion
- 3) Property wide - exterior second floor landing vinyl floor material has evidence of excessive wear/stains
- 4) Property wide - parking lot evidence of excessive cracking/settlement/heaving/ponding
- 5) Property wide - sidewalks have excessive spalling, cracks and heaving/settlement

BUILDING ID MT-99-00068 400 Liberty, Bldg 1 See project level findings
 CRD START 2000

BUILDING ID MT-99-00069 400 Liberty St, Bldg 2 See project level findings
 CRD START 2000

Files - N/A

BUILDING ID MT-99-00070 400 Liberty St, Bldg 3 See project level findings
 CRD START 2000

BUILDING ID MT-99-00071 400 Liberty St, Bldg 4 See project level findings
 CRD START 2000

BUILDING ID MT-99-00072 400 See project level findings
 CRD START 2000 Liberty St, Bldg #5

INSPECTION RATINGS HISTORY: TYPE DATE RATING

BUILDING ID MT-99-99998 112
 CRD START 2000

UNIT 101 Bathroom Cabinets - Damaged/Missing
 Propane/Natural Gas/Methane Gas Detected

INSPECTION RATINGS HISTORY: TYPE DATE RATING

=====

UNIT A Peeling/Needs Paint

INSPECTION RATINGS HISTORY: TYPE DATE RATING

=====

PROJECT MF007 Holland Park Apartments MANAGER 81-6000175 GREAT
 FALLS HOUSING AUTHORITY

OWNER 81-6000175 GREAT FALLS HOUSING AUTHORITY CONTACT Greg
Sukut (406) 453-4311
CONTACT Greg Sukut (406) 453-4311 ON-SITE Donna Halbleib
(406) 453-4311
BLDGS PIS 2 LAST BUILDING PIS DATE 03/08/1996

AUDIT DATE 05/12/2016 BY RENA OLIPHANT OWNER RESPONSE DATE
07/29/2016 CLOSE OUT LETTER DATE 00/00/0000

PROJECT LEVEL FINDINGS In process of tearing out concrete sidewalks,
ramps etc. to redo.
Will also be tearing out parking lot to redo.

BUILDING ID MT-96-96010 600 Holland Park FILES - ALL FILES MUST HAVE Initial Move
In COL

CRD START 1996

TIC. If a Working TIC was used & signed by
Applicant(s), print out COL TIC, Manager sign
2nd page & place in file with the Working TIC.
Applicant(s) do not need to sign COL TIC if
signed Working TIC.

UNIT A

UNIT 600A
No issues noted.
FILE 600A
File has no Initial Move In TIC of any kind.
Missing some verification documents. Need to
create & compile all required documents, signed
& submit. Tenants are Unqualified & Unit is Out
of Compliance.

UNIT D

UNIT 600D
24 HOUR - Hot water heater closet must be clear
of items store. COMPLETED PER DONNA
Tenant states refrigerator motor makes a
"knocking" noise & leaks. Needs
repaired/replaced.
FILE 600D
No Initial Move In COL TIC in file. Only
handwritten Working TIC
No income or child support verification at
move in. Tenants are Unqualified & Unit is Out
of Compliance.

BUILDING ID MT-96-96011 601 Holland Park FILES - ALL FILES MUST HAVE Initial Move
In COL

CRD START 1996

TIC. If a Working TIC was used & signed by
Applicant(s), print out COL TIC, Manager sign
2nd page & place in file with the Working TIC.
Applicant(s) do not need to sign COL TIC if
signed Working TIC.

UNIT A

UNIT 601A
No issues noted.
FILE 601A
No Initial Move In COL TIC. Handwritten Working
TIC only. Moving forward must have printed out

COL TIC's in files.

UNIT B UNIT 601B
VACANT - Turning

UNIT D UNIT 601D
Bottom front right corner concrete broken out &
rusting rebar exposed. This was noted on 2013 &
2014 Inspections. Has not been repaired yet.
Must be repaired to prevent further rusting &
erosion.
FILE 601D
File has no Initial Move In TIC & missing some
verification documents. Need to create &
compile all required documents, signed &
submit. Based on information in file, Tenants
are Over-Income & Unit is Out of Compliance.

INSPECTION RATINGS HISTORY: TYPE DATE RATING

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 October
 Montana Board of Housing
 REPORT OF ANNUAL AUDIT FINDINGS
 AUDIT DATES 09/06/2016 - 10/07/2016

PROJECT 01060 Corvallis Courtyards MANAGER
 26-3723320 Infinity Management Company
 OWNER 82-0533135 Pacific Development C/o Nicole Fenton
 CONTACT Jeremy Weeks (208) 746-2242
 CONTACT Nicole Fenton (208) 461-0022
 ON-SITE Autumn Gladback (406) 961-4890
 # BLDGS PIS 4 LAST BUILDING PIS DATE 08/01/2002

AUDIT DATE 09/21/2016 BY RENA OLIPHANT OWNER RESPONSE
 DATE 10/17/2016 CLOSE OUT LETTER DATE 00/00/0000

PROJECT LEVEL FINDINGS

1. Wooden balconies/patios needs sanding/staining to preserve & avoid further deterioration.
2. Sidewalk in front of Unit 501 has a wide & lifted crack causing a possible tripping hazard.
3. Sidewalk beside Unit 501 is a wide & lifted crack causing a possible tripping hazard.

BUILDING ID MT-01-00030 302 Courtyards Circle
 CO2 detectors due to the

CRD START 2002
 heaters, etc.

water heaters are checked

up & are clean

units have cracked,

lifting tiles.

units are Move-In ready

in

from ceiling in many

1. All units must have

use of gas hot water

2. Make sure all hot

for mineral/rust build

3. Linoleum in many

missing, separating &

4. Make sure ALL vacant

prior to Tenants moving

5. Found nails popping

units.

UNIT 106

UNIT

October

side going up is loose &

Stair railing on right
pulled from wall.
FILE
No issues noted

BUILDING ID MT-01-00031 304 Courtyards Circle
CO2 detectors due to the
CRD START 2002
heaters, etc.

1. All units must have use of gas hot water
2. Make sure all hot for mineral/rust build

water heaters are checked

up & are clean

PROJECT All Projects

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AUDIT DATES 09/06/2016 - 10/07/2016

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PROJECT 01060	Corvallis Courtyards	MANAGER
26-3723320	Infinity Management Company	
OWNER 82-0533135	Pacific Development C/o Nicole Fenton	
CONTACT Jeremy Weeks	(208) 746-2242	
CONTACT Nicole Fenton	(208) 461-0022	
ON-SITE Autumn Gladback	(406) 961-4890	
# BLDGS PIS 4	LAST BUILDING PIS DATE 08/01/2002	

units have cracked,

lifting tiles.

units are Move-In ready

in

protruding from ceiling in many

3. Linoleum in many

missing, separating &

4. Make sure ALL vacant

prior to Tenants moving

5. Found nails

units.

UNIT 202

UNIT

Kitchen sink is leaking

under cabinet.

FILE

No issues noted

UNIT 203

UNIT

October

properly

Bathroom fan not working

FILE
No issues noted

UNIT 206

wall peeling & needs re-
shower meets walls.

UNIT
Upstairs shower back
caulking all along where

FILE
No issues noted

BUILDING ID MT-01-00032 308 Courtyards Circle
CO2 detectors due to the
CRD START 2002
heaters, etc.

1. All units must have
use of gas hot water

water heaters are checked

2. Make sure all hot
for mineral/rust build

up & are clean

3. Linoleum in many
missing, separating &

units have cracked,

lifting tiles.

4. Make sure ALL vacant
prior to Tenants moving

units are Move-In ready

5. Found nails
units.

in

protruding from ceiling in many

UNIT 401

UNIT
Upstairs bathroom outlet

missing cover

Toilet handle broken
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PROJECT 01060

Corvallis Courtyards

MANAGER

26-3723320 Infinity Management Company

OWNER 82-0533135

Pacific Development C/o Nicole Fenton

CONTACT Jeremy Weeks October
 (208) 746-2242
 CONTACT Nicole Fenton (208) 461-0022
 ON-SITE Autumn Gladback (406) 961-4890
 # BLDGS PIS 4 LAST BUILDING PIS DATE 08/01/2002

light cover missing Towel bar broken/missing
 Upstairs bedroom ceiling
 closet doors missing Downstairs bedroom &

handles
 FILE
 No issues noted

UNIT 405

repaired/replaced.

UNIT
 Stove fan cover missing
 Toilet seat broken
 Patio door & frame needs

FILE
 No issues noted

BUILDING ID MT-01-00033 310 Courtyards

Circle

CO2 detectors due to the
 heaters, etc.

water heaters are checked
 up & are clean

units have cracked,
 lifting tiles.

units are Move-In ready
 in

protruding from ceiling in many

1. All units must have use of gas hot water
2. Make sure all hot for mineral/rust build
3. Linoleum in many missing, separating &
4. Make sure ALL vacant prior to Tenants moving
5. Found nails units.

UNIT 504

UNIT
 Vacant - Turning

October

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PROJECT 02010          Corvallis Courtyards II          MANAGER
26-3723320 Infinity Management Company
OWNER 82-0533135 Pacific Development C/o Nicole Fenton
CONTACT Jeremy Weeks (208) 746-2242
CONTACT Nicole Fenton (208) 461-0022
ON-SITE Autumn Gladback (406) 961-4890
# BLDGS PIS 2 LAST BUILDING PIS DATE 10/01/2002

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AUDIT DATE 09/21/2016 BY RENA OLIPHANT OWNER RESPONSE
DATE 10/17/2016 CLOSE OUT LETTER DATE 00/00/0000

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PROJECT LEVEL FINDINGS      Wooden balconies/patios needs sanding/staining
                             to preserve & avoid further deterioration.

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BUILDING ID MT-02-00001 312 Courtyards Circle      1. All units must have
CO2 detectors due to the                               use of gas hot water
CRD START 2002                                       2. Make sure all hot
heaters, etc.                                       for mineral/rust build
water heaters are checked                             3. Linoleum in many
up & are clean                                       separating & lifting
units has cracked, missing,                          4. Make sure ALL vacant
tiles.                                                prior to Tenants moving
units are Move-In ready                               5. Found nails
in                                                    units.
protruding from ceiling in many

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UNIT 601
towel bar broken/missing
light cover missing
UNIT
Kitchen faucet leaking
Downstairs bathroom
Upstairs bedroom on left

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UNIT 602
UNIT
Vacant-Turning

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October

UNIT 603	UNIT Did not inspect FILE No issues noted
UNIT 604 balcony. Exterminator to be	UNIT Multiple wasps on called FILE No issues noted
UNIT 605 Tenant	UNIT Bath tub faucet leaking Housekeeping letter to FILE No issues noted
UNIT 606 drains very slowly/backs up drains slowly/backs up	UNIT Downstairs bathtub Upstairs bathroom sink FILE No issues noted

BUILDING ID MT-02-00002 314 Courtyards Circle
CO2 detectors due to the
CRD START 2002
heaters, etc.

water heaters are checked
up & are clean
units has cracked, missing,
tiles.
units are Move-In ready
in
protruding from ceiling in many

1. All units must have use of gas hot water
2. Make sure all hot for mineral/rust build
3. Linoleum in many separating & lifting
4. Make sure ALL vacant prior to Tenants moving
5. Found nails units.

October
UNIT 701

leaks

UNIT
Front door damaged
Kitchen sink faucet

FILE
No issues noted

UNIT 702

shower needs repaired.
current leaks &/or mold
correctly & missing

UNIT
Patch on ceiling above

Check to ensure no
Front door not aligned
bottom sweep

UNIT 704

away from wall, needs

UNIT
Bathtub faucet pulled

tightened/caulking
FILE
No issues noted

UNIT 705

stairwell for storing
requested letter to
use as storage in future

UNIT
Tenant using underneath
large items. Management
remove all items& not

FILE
No issues noted

=====

PROJECT 02070	Mountain View Apts Hamilton	MANAGER
20-8764296	Highland Property Management	
OWNER 75-2978279	Mountain View Associates, LP	
CONTACT Casey Overland	(406) 541-0999	
CONTACT Patrick Klier	(406) 541-0999	
ON-SITE Kendra Haswell	(406) 363-5787	
# BLDGS PIS 8	LAST BUILDING PIS DATE 08/27/2003	

AUDIT DATE	09/22/2016 BY RENA OLIPHANT	OWNER RESPONSE
DATE 10/17/2016	CLOSE OUT LETTER DATE 00/00/0000	

October

PROJECT LEVEL FINDINGS No issues noted.

BUILDING ID MT-02-00066 300 Stonegate Dr. No issues noted.
CRD START 2003

UNIT 300-2

UNIT
No issues noted.
FILE
No issues noted.

UNIT 300-5

UNIT
No issues noted.
FILE
TIC Move In- 2 Person

Income Limit, Should be

should be included in

corrected TIC.

3.
Child Support Income
Total Income. Need

BUILDING ID MT-02-00067 400 Stonegate Dr.
outside lower left
CRD START 2003

Garage #400-3 damage on
corner

BUILDING ID MT-02-00068 410 Stonegate Dr.
outside lower right
CRD START 2003

Garage #410-4 damage on
edge

UNIT 410-4

outside bathroom is loose.

UNIT
Electrical Outlet

FILE
No issues noted.

BUILDING ID MT-02-00069 420 Stonegate Dr.
CRD START 2003

No issues noted.

BUILDING ID MT-02-00070 430 Stonegate Dr.
CRD START 2003

No issues noted.

BUILDING ID MT-02-00071 440 Stonegate Dr.
CRD START 2003

No issues noted.

BUILDING ID MT-02-00072 450 Stonegate Dr.

Front sidewalk concrete

=====

PROJECT 08050 Mountain View III/Hamilton MANAGER
20-8764296 Highland Property Management
OWNER 20-8315017 Mountain View Associates III LP
CONTACT Casey Overland (406) 541-0999
CONTACT Patrick Klier (406) 541-0999
ON-SITE Kendra Haswell (406) 363-5787
BLDGS PIS 3 LAST BUILDING PIS DATE 07/17/2009

AUDIT DATE 09/22/2016 BY RENA OLIPHANT OWNER RESPONSE
DATE 10/17/2016 CLOSE OUT LETTER DATE 00/00/0000

PROJECT LEVEL FINDINGS No issues noted.

BUILDING ID MT-08-00007 225 Stonegate Dr No issues noted.
CRD START 2009

UNIT A102

UNIT
Water heater has leak.

October

Mineral / rust buildup

on top
FILE
No issues noted.

UNIT A203

excessively.

UNIT
Bathroom toilet runs

bathroom doors missing door

Master Bedroom &
handles
FILE
No issues noted.

UNIT A204

UNIT
Vacant-Ready

BUILDING ID MT-08-00008 229 Stonegate Dr

No issues noted.

UNIT B103

UNIT
Vacant-Ready

UNIT B105

inspect-Inspected B205

UNIT
Tenants sick. Did not
instead

UNIT B107

doors. Allowed if

UNIT
Tenant locks interior
Management is able to

access in emergency.

FILE
No issues noted.

BUILDING ID MT-08-00009 251 Stonegate Dr
CRD START 2009

No issues noted.

=====

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Site-No issue found

UNIT 8

File-No issue found

Site-No issue found

UNIT 9

File-No issue found

Site-No issue found

BUILDING ID MT-14-00001 1 Pretty Eagle Ave
CRD START 2015

No Findings

=====

PROJECT 14030 Sunset Village MANAGER
00-0000006 Richland Housing Authority
OWNER 46-1742341 Sunset Village LLLP
CONTACT Stacey Netz (406) 433-1978
CONTACT (000) 000-0000
ON-SITE Becky Hayes (406) 433-1978
BLDGS PIS 3 LAST BUILDING PIS DATE 04/22/2016

AUDIT DATE 09/22/2016 BY TODD JACKSON OWNER RESPONSE
DATE 10/21/2016 CLOSE OUT LETTER DATE 00/00/0000

PROJECT LEVEL FINDINGS Repair the 2 exit signs with bad bulbs.
Repair GFI outside of community room.
Repair the water ponding around buildings and
parking lot.

BUILDING ID MT-14-00005 1023 6th St SW
CRD START 2016

PROJECT All Projects Site-No issue found
Montana Board of Housing

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PROJECT 14030 Sunset Village MANAGER
00-0000006 Richland Housing Authority
OWNER 46-1742341 Sunset Village LLLP
CONTACT Stacey Netz (406) 433-1978
CONTACT (000) 000-0000

October

REPORT OF ANNUAL AUDIT FINDINGS

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PROJECT 94070 Forsyth Village I MANAGER
 00-0000009 Rachel Hope Management LLC
 OWNER 82-0476236 Village V Limited Partnership/Homestead LLC
 CONTACT Melissa Hyatt (208) 922-7181
 CONTACT Julie Hyatt (280) 922-7177
 ON-SITE Ana Oterino (406) 356-9815
 # BLDGS PIS 3 LAST BUILDING PIS DATE 03/24/1996

AUDIT DATE 09/21/2016 BY TODD JACKSON OWNER RESPONSE
 DATE 10/21/2016 CLOSE OUT LETTER DATE 00/00/0000

PROJECT LEVEL FINDINGS Repair 3 broken automatic stair chairs.

BUILDING ID MT-94-00020 1855 East Main, Bldg 1
 CRD START 1996 Forsyth, MT 59327

Bldg 2 BUILDING ID MT-94-00021 1855 East Main,
 CRD START 1996 Forsyth, MT 59327

Bldg 3 BUILDING ID MT-94-00022 1855 East Main,
 CRD START 1996 Forsyth, MT 59327

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PROJECT 94080 Forsyth Village II MANAGER
 00-0000009 Rachel Hope Management LLC
 OWNER 82-0476236 Village V Limited Partnership/Homestead LLC
 CONTACT Melissa Hyatt (208) 922-7181
 CONTACT Julie Hyatt (280) 922-7177

ON-SITE Ana Oterino October
BLDGS PIS 1 LAST BUILDING PIS DATE (406) 356-9815 03/24/1996

AUDIT DATE 09/21/2016 BY TODD JACKSON OWNER RESPONSE
DATE 10/14/2016 CLOSE OUT LETTER DATE 00/00/0000

PROJECT LEVEL FINDINGS Repair parking lot pot hole. Some tall weeds need
to be removed around the edges and corners of the
property.

BUILDING ID MT-94-00023 2315 East Front
CRD START 1996 Forsyth, MT 59327

=====

PROJECT 94090 Hysham Village MANAGER
00-0000009 Rachel Hope Management LLC
OWNER 82-0476236 Village V Limited Partnership/Homestead LLC
CONTACT Melissa Hyatt (208) 922-7181
CONTACT Julie Hyatt (280) 922-7177
ON-SITE Ana Oterino (406) 356-9815
BLDGS PIS 1 LAST BUILDING PIS DATE 03/24/1996

AUDIT DATE 09/21/2016 BY TODD JACKSON OWNER RESPONSE
DATE 10/14/2016 CLOSE OUT LETTER DATE 00/00/0000

PROJECT LEVEL FINDINGS Sewer cap on front sidewalk creates a tripping
hazard. Cap must be lowered.

BUILDING ID MT-94-00024 117 Division
CRD START 1996 Hysham, MT 59038

UNIT H9 File-No issue found
orders on painting and water leak Site-Waiting for work
repairs
♀ BUILDING ID MT-94-00024 117 Division No Findings
CRD START 1996

=====

PROJECT 94100 Big Timber Village MANAGER
00-0000009 Rachel Hope Management LLC

October

OWNER 82-0476236 Village V Limited Partnership/Homestead LLC
 CONTACT Melissa Hyatt (208) 922-7181
 CONTACT Julie Hyatt (280) 922-7177
 ON-SITE Julie Freeman (406) 932-6253
 # BLDGS PIS 3 LAST BUILDING PIS DATE 03/24/1996

AUDIT DATE 09/20/2016 BY TODD JACKSON OWNER RESPONSE
 DATE 10/07/2016 CLOSE OUT LETTER DATE 00/00/0000

	BUILDING ID	MT-94-00025	8th and Hart Bldg 1
	CRD START	1996	Big Timber, MT 59011
Bldg 2		BUILDING ID	MT-94-00026 8th and Hart
	CRD START	1996	Big Timber, MT 59011
Bldg 3		BUILDING ID	MT-94-00027 8th and Hart
	CRD START	1996	Big Timber, MT 59011

PROJECT LEVEL FINDINGS No Findings

	BUILDING ID	MT-94-00025	8th and Hart Bldg 1
	CRD START	1996	Big Timber, MT 59011
2	No Findings	BUILDING ID	MT-94-00026 8th and Hart Bldg
	CRD START	1996	Big Timber, MT 59011
Bldg 3	No Findings	BUILDING ID	MT-94-00027 8th and Hart
	CRD START	1996	Big Timber, MT 59011

=====

PROJECT 98070 Parkside Apartments MANAGER
 81-0477303 Cardinal Property Management
 OWNER 81-0519859 Hamilton Affordable Housing Partnership, L.P.
 CONTACT Barbara Liss (406) 363-4430
 CONTACT Jim Morton (406) 728-3710
 ON-SITE Barbara Liss (406) 363-4430
 # BLDGS PIS 1 LAST BUILDING PIS DATE 11/01/2000

AUDIT DATE 09/23/2016 BY RENA OLIPHANT OWNER RESPONSE
 DATE 10/17/2016 CLOSE OUT LETTER DATE 00/00/0000

PROJECT LEVEL FINDINGS

October
No issues noted

BUILDING ID MT-98-00001 121 State Street
Filtration Systems are
CRD START 2000

that have been taken off,
removed, holes filled in
visible signs

Ensure all Units' Air
operating.
All Unit closet doors
ensure all hardware is
& painted to remove any

=====
=====

November

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PROJECT 14040 Voyageur Apartments MANAGER 81-0434625 TAMARACK
PROPERTY MANAGEMENT CO.
OWNER 41-1330242 Voyageur Apts Accessible Space, Inc. CONTACT Laura
VanDongen (406) 272-1840
CONTACT Ken Berry (800) 466-7722 ON-SITE Jessica
Ruybal (406) 727-3931
BLDGS PIS 2 LAST BUILDING PIS DATE 06/21/2016

AUDIT DATE 10/20/2016 BY RENA OLIPHANT
CLOSE OUT LETTER DATE 00/00/0000

OWNER RESPONSE DATE 11/21/2016

PROJECT LEVEL FINDINGS No issues noted.

BUILDING ID MT-14-00008 1630 Division Road
CRD START 2016
properly

Outside call box not working properly.
Patio screen doors not opening/closing
& not locking.

off

Bedroom closet door connecting bar broken

FILE
No issues noted

UNIT 108

UNIT
Laundry door off the tracks
FILE
No issues noted

UNIT 303

UNIT
No issues noted
FILE
File scanned & sent to review in MBOH

office.

Real Estate not showing on TIC

=====