



MONTANA  
HOUSING

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<b>Location (In-Person):</b>	Great Northern Helena – 835 Great Northern Blvd., Helena – 406.457.5500 – Iron Horse Ballroom
<b>Date:</b>	May 13, 2024
<b>Time:</b>	8:30 a.m.
<b>Board Chair:</b>	Bruce Posey
<b>Remote Attendance:</b>	Join our meetings remotely via Zoom and/or phone
<b>Conference Call:</b>	Dial: 1 646 558 8656   Meeting ID: 890 4557 5610   Password: 685096
<b>Register for Webinar:</b>	<a href="https://mt-gov.zoom.us/meeting/register/tZEqfuGoqzsqHtCp3yIS5jl3UjusjonFhJce">https://mt-gov.zoom.us/meeting/register/tZEqfuGoqzsqHtCp3yIS5jl3UjusjonFhJce</a>
<b>Board Offices:</b>	Montana Housing 301 S Park Ave., Room 240, Helena MT 59601

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## AGENDA ITEMS

- ❖ Meeting Announcements
- ❖ Introductions
- ❖ Public Comments - Public comment is welcome on any public matter that is not on the agenda and that is within the jurisdiction of the agency.

## Minutes

- ❖ Approve April Prior Board Meeting Minutes

## Multifamily Program (Manager: Jason Hanson)

- ❖ Letter of Intent Presentations
  - Skyview (GL Development)
  - Eagle Seeker Housing (Native American Dev. Corp./CR-Builders)
  - HomeFront PODS 9% (Homeward/HomeFront)
  - Opportunity Place (42-44 Developers)
  - Hidden Creek 9% (United Housing Partners)
  - Polson Gardens (Housing Solutions)
  - The Homestead (The Housing Company)
- ❖ Board Resolution for Invitations to Apply

Montana Housing works with community partners across the state, and together we ensure Montana families have access to safe and affordable homes.



- ❖ Red Lodge Area Community Foundation - Coal Trust Multifamily Homes Program Loan
- ❖ Multifamily Update

## Finance Program (Manager: Vicki Bauer)

- ❖ Financial Update (Verbal Only)

## Homeownership Program (Manager: Charlie Brown for Jessica Michel)

- ❖ Income Limits and Purchase Price Limits
- ❖ Homeownership Update
  - Update on E-Signature Policy
  - Habitat for Humanity – Update on Kalispell Purchase

## Mortgage Servicing (Manager: Mary Palkovich)

- ❖ Servicing Update

## Operations / Executive Director (Joe DeFilippis / Cheryl Cohen)

- ❖ Board Member Conflict of Interest Policy – Motion to Approve
- ❖ Board Member Attendance Policy – Motion to Approve
- ❖ Operations Update
- ❖ Executive Director Update

## Miscellaneous

### Meeting Adjourns

\*All agenda items are subject to Board action after public comment requirements are fulfilled.

\*We make every effort to hold our meetings at fully accessible facilities. Any person needing reasonable accommodation must notify the Housing Division at 406.841.2840 or TDD 406.841.2702 before the scheduled meeting to allow for arrangements.

# 2024 Montana Board of Housing Calendar

January						
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						
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		

March						
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						

April						
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				

May						
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	

June						
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						

July						
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			

August						
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

September						
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						
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		

November						
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

December						
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				

Montana Housing works with community partners across the state, and together we ensure Montana families have access to safe and affordable homes.

## **January 2024**

7-12: NCSHA HFA Institute, WA D.C. (MBOH staff)

8: Board Meeting via Zoom

## **February 2024**

12: Board Meeting via Zoom

## **March 2024**

4-6: NCSHA Legislative Conference, Hilton Washington D.C. (Executive Director; Board Members)

11: Board Meeting via Zoom

## **April 2024**

8: Board Training, AC Hotel, Bozeman MT

9: Board Meeting, AC Hotel, Bozeman MT

## **May 2024**

5-7: Mountain Plains Regional Housing Summit, Colorado Spring, CO (MBOH staff and Board Members welcome)

13: Board meeting Letter of Intent Presentations, Best Western Premier Great Northern, Helena, MT

20-22: Housing Partnership Conference, Missoula MT Holiday Inn (MBOH staff and Board Members welcome)

## **June 2024**

10-13: NCSHA Housing Credit Connect – Atlanta GA (MBOH staff)

17: Board Meeting via Zoom

## **July 2024**

8: Board Meeting via Zoom

## **August 2024**

12: Board Meeting via Zoom

## **September 2024**

9: Board Meeting via Zoom

28-1: NCSHA Annual Conference – Phoenix AZ (MBOH staff and Board Members welcome)

## **October 2024**

20: Board Strategic Planning, Fairmont Hot Springs Resort, Butte, MT

21: Board Meeting Housing Credit Award Determinations / QAP, Fairmont Hot Springs Resort, Butte, MT

## **November 2024**

4: Board Meeting via Zoom

## **December 2024**

9: No Board Meeting (subject to change)





# MONTANA HOUSING

In Person & Zoom  
May 13, 2024

## **ROLL CALL OF BOARD MEMBERS:**

Bruce Posey, Chair (Present)  
Sheila Rice (Present)  
John Grant (Present)  
Amber Parish (Present Online)

Cari Yturri (Present)  
Jeanette McKee (Present)  
Tonya Plummer (Present)

## **STAFF:**

Cheryl Cohen, Executive Director  
Joe DeFilippis, Operations Manager  
Stacey Waites, Executive Assistant  
Megan Surginer, Office Manager  
Jason Hanson, Multifamily Program  
Mary Palkovich, Servicing Program  
Vicki Bauer, Accounting Program  
Danyel Bauer, Servicing Supervisor  
Julles Engel, Community Housing  
Chandler Rowling, Housing Development

Kellie Guariglia, Multifamily Program  
Morgen Heckford,  
Bruce Brensdal, Multifamily Program  
Brian Barnes, Multifamily Program  
Charlie Brown, Homeownership Program  
Janelle Egli, Housing Development  
Nicole Newman, Housing Development  
Julie Flynn, Community Housing  
Sharon Lofftus, Community Housing  
Jen Stepleton, Housing Development

## **COUNSEL:**

Greg Gould, Jackson Murdo & Grant

Nathan Bilyeu, Jackson Murdo & Grant

## **OTHERS:**

Kristina Abbey  
Mark Broseker  
Andrew Chanania  
Misty Dalke  
Jackie Girard  
Montana James  
Myrna Lastusky  
Kurtis Mayne  
Nick Pancheau  
Austin Richardson  
Rick Simkins  
Julie Stiteler  
Tom Stratman  
John Wagner  
Jennifer Wheeler

Logan Anderson  
Alex Burkhalter  
Wah Chen  
Anne Geiger  
Ryan Hapney  
Gwen Jones  
Christine Littig  
John McGinley  
Shyla Patera  
Christiane Rudman  
Andrew Sirmon  
Zeth Stone  
Joe Tait  
Shane Walk  
Mandy White

Jason Boal  
Brad Caton  
Tyler Currence  
Angela Getchell  
Julia Hope  
Maryvette Labrie  
Annette Marchesseault  
Natsuki Nakamura  
Larry Phillips  
Kris Saddoris  
Valeria Steichen  
Liz Stotts  
Karissa Trujillo  
Patti Webster  
Patrick Zhang



# MONTANA HOUSING

Gene Leuwer  
Josh Kendrick  
Lila Fleishman  
Nicole Harris  
Don Sterhan  
Ted Stettler

Leonard Smith  
Mike Bouchee  
Tyson O'Connell  
Zack Brown  
Becky Brand  
Nicole Harris

Heather McMilin  
Jenn Clary  
Tiffany Hapney  
Terry Cunningham  
Austin Trunkle  
Seth O'Connell

*These written minutes, together with the audio recordings of this meeting and the Board Packet, constitute the official minutes of the referenced meeting of the Montana Board of Housing (MBOH). References in these written minutes to tapes (e.g., FILE 1 – 4:34) refer to the location in the audio recordings of the meeting where the discussion occurred, and the page numbers refer to the page in the Board Packet. The audio recordings and Board Packet of the MBOH meeting of this date are hereby incorporated by reference and made a part of these minutes. The referenced audio recordings and Board Packet are available on the MBOH website at [Meetings and Minutes](#).*

## **CALL MEETING TO ORDER**

00:00:00 Chair Bruce Posey called the Montana Board of Housing (MBOH) meeting to order at 8:30 a.m.

00:01:10 Introductions of Board members and attendees were made.

00:06:35 Chair Posey asked for public comment on items not listed on the agenda.

## **APPROVAL OF MINUTES**

### **April 9, 2024 MBOH Board Meeting Minutes – page 5 of packet**

00:07:25 Motion: Sheila Rice

Second: Jeanette McKee

The April 9, 2024 MBOH Board meeting minutes were approved unanimously.

## **MULTIFAMILY Program**

### **LOI Presentations and Selection – page 8 of packet**

00:07:59 Presenter: Jason Hanson

03:09:45 Motion: Sheila Rice

Second: Cari Yturri

The motion to approve the listed LOI's to proceed to full application for 2025 Housing Credits was approved unanimously.

Skyview  
Eagle Seeker Housing  
HomeFront PODS 9%  
Opportunity Place

Hidden Creek 9%  
Polson Gardens  
The Homestead



# MONTANA HOUSING

## **Approval of Red Lodge Area Community Foundation - Coal Trust Multifamily Loan —page 63 of packet**

03:13:35 Presenter: Jason Hanson  
Motion: Jeanette McKee  
Second: John Grant

The motion to approve approve \$460,000 Coal Trust Multifamily Homes Loan in first lien position with a 40-year amortization, 30-year term and at a 4.0825% interest rate that will close on or after 3 months of stabilized occupancy, with the staff's discretion to change loan terms or funding pool if needed passed unanimously.

## **Multifamily Update – page 64 of packet**

03:15:29 Presenter: Jason Hanson

### **FINANCE PROGRAM**

#### **Financial Update – Verbal Only Update**

03:20:04 Presenter: Vicki Bauer

#### **30 minute break**

03:25:27

### **HOMEOWNERSHIP PROGRAM**

#### **Approval of Income Limits and Purchase Price Limits – page 66 of packet**

03:25:36 Presenter: Charlie Brown  
Motion: Sheila Rice  
Second: John Grant

The motion to approve limits as presented passed unanimously.

#### **Homeownership Update – page 70 of packet**

03:33:18 Presenter: Charlie Brown

### **MORTGAGE SERVICING PROGRAM**

#### **Servicing Update – page 72 of packet**

03:37:14 Presenter: Mary Palkovich

### **OPERATIONS/ EXECUTIVE DIRECTOR**

#### **Approval of MBOH Conflict of Interest Policy – page 73 of packet**

03:41:29 Presenter: Cheryl Cohen  
Motion: Jeanette McKee



# MONTANA HOUSING

Second: Sheila Rice

The motion to approve the Conflict of Interest Policy passed unanimously.

## **Approval of MBOH Board Member Attendance Policy – page 76 of packet**

03:44:09 Presenter: Cheryl Cohen

Motion to Amend: Sheila Rice motioned to amend the language in the “Policy” paragraph to read “ Members may not have more than two (2) absences from meetings or training sessions within any calendar year, only one (1) of which may be unexcused.”

Second to Amend: John Grant

The motion to amend the Board Member Attendance Policy passed unanimously.

Motion to Approve Amended Policy: Cari Yturri

Second to Approve Amended Policy: Sheila Rice

The motion to approve the amended Board Member Attendance Policy passed unanimously.

## **Operations/Executive Director Update – page 78 of packet**

03:48:47 Presenters: Cheryl Cohen, Joe DeFilippis

## **MEETING ADJOURNMENT**

04:10:22 Meeting was adjourned at 1:18 p.m.

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Amber Parish, Secretary

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Date

# BOARD AGENDA ITEM

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## PROGRAM

Multifamily Program

## AGENDA ITEM

2025 Housing Credit Letter of Intent (LOI) Presentations and Board Selection of Projects for Invitation to submit full Applications

## BACKGROUND

The deadline for submittal of the Housing Credit Letters of Intent was April 8, 2024. The Board received 7 LOI's.

In your packet you will find:

- LOI Memo
- LOI's Submitted Summary
- Board Worksheet to use for notes
- Spreadsheet showing project comparative information
- Spreadsheet packets showing summary project information
- Montana Economic and Demographic Data
- LOI's Include:
  - Narrative for each project
  - Mini Market Summaries
  - Public Support letters submitted

## Selection Logistics

- No more than **8 Projects** will be selected during the LOI Round. Each Project selected by the Board will be invited to submit a Full Application.
- The maximum award to any one Project is \$6,500,000.
- The day of the Board meeting: each project will be allowed 15 minutes to present their project with additional time for any public comment.
- Due to only having 7 LOIs submitted, there will not be a 2<sup>nd</sup> meeting to select the projects to move forward to the application stage. This will all take place at the first meeting (May 13, 2024).

## Development Evaluation Criteria and Selection - Excerpt Section VII(A) of QAP

*The Development Evaluation Criteria are only one of several considerations the MBOH Board takes into account and do not control the selection of Projects that will receive an Award of Credits. For purposes of this QAP and selections, Awards and Allocations, the Selection Criteria include all the requirements, considerations, factors, limitations, Development Evaluation Criteria, set asides, priorities and data set forth in this QAP and all federal requirements.*

*In addition to Development Evaluation Criteria in the following subsections, the MBOH Board may consider the following factors in selecting Applications:*

Board Meeting: May 13, 2024

# BOARD AGENDA ITEM

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- *geographical distribution;*
- *rural or urban location;*
- *QCT or DDA location;*
- *overall income levels targeted by the Projects (including but not limited to deeper targeting of income levels);*
- *need for affordable housing in the community (including but not limited to current Vacancy Rates);*
- *Rehabilitation of existing low-income housing stock;*
- *sustainable energy savings initiatives;*
- *financial and operational ability of the Applicant to fund, complete and maintain the Project through the Extended Use Period;*
- *past performance of an Applicant in initiating and completing Tax Credit Projects;*
- *cost of construction, land and utilities, including but not limited to costs/Credits per square foot/unit;*
- *the Project is being developed in or near a historic downtown neighborhood;*
- *frequency of Awards in the respective areas where Projects are located;*
- *preservation of project rental assistance or retention or addition of Section 811 units in or to an existing project; and/or*
- *augmentation and/or sources of funds.*

## **Set Asides Requirements – Excerpt Section V(A) of QAP**

### **Nonprofit**

Ten percent of each state's credit ceiling must be set aside for buildings which are part of one or more Projects involving Qualified Nonprofit Organizations.

*Unless otherwise specifically provided in the Board's Award resolution, MBOH will meet the 10% nonprofit set-aside requirement with all Awards to Projects involving a Qualified Nonprofit Organization. MBOH will not award more than 90% of the state's Credit ceiling to Projects not involving a Nonprofit. By submitting an Application involving a Nonprofit, the Applicant consents to designation of such Project as the Project receiving the nonprofit set aside.*

If no Project awarded Housing Credits involves a Qualified Nonprofit Organization, the nonprofit set aside will be held back for later Award to a Project involving a Qualified Nonprofit Organization.

## **Board Consideration and Determination for Award – Excerpt Section F(2) of QAP**

*MBOH staff materials provided to the Board will show Tribal Projects, Small Rural Projects and other Projects in separate groupings. In considering Applications for Award, the Board may first consider Tribal or Small Rural Projects. The Board may, but is not required by this provision to select any Tribal or Small Rural Project for an Award. After any such initial consideration, the Board will consider Award of remaining Credits to any Applicant.*

# BOARD AGENDA ITEM

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*The Board will select Applications to receive an Award of 9% Credits, if any, in accordance with the Award determination process set forth in Section VII (Award Determination).*

Applicable Definitions:

- *A Small Rural Project is a Project: (1) for which the submitted tax credit Application requests Tax Credits in an amount up to but no more than 12.5% of the state's Available Annual Credit Allocation, and (2) proposed to be developed and constructed in a location that is not within the city limits of Billings, Bozeman, Butte, Great Falls, Helena, Kalispell, or Missoula.*
- *"Tribal" means an application sponsored by a Tribally Designated Housing Entity (TDHE) or other tribally sponsored entity.*

MBOH staff have confirmed that none of the 7 LOIs submitted this year meet either the Small Rural Project or Tribal definitions.

## **STAFF RECOMMENDATION (if any)**

Staff supports selecting all 7 projects to proceed to full application.

## **MOTION OPTION(S)**

Move to approve all seven (7) Letter of Intent submissions to proceed to full application for 2025 Housing Credits.

Montana Housing  
2025 Housing Credit Awards

									Letter of Intent	
City	County	Project Name	Sponsor / Developer	Entity Type	Set-aside	Housing Type	Construction Type	Units	HC Request	10 yr total
<b>Letter of Intent Submitted</b>										
1	Billings	Yellowstone	Skyview	GL Development	For-Profit	General	Family	New	25	\$ 6,500,000
2	Billings	Yellowstone	Eagle Seeker Housing	Native Amer Dev / CR Builders	Non-Profit	General	Family	New	24	\$ 6,500,000
3	Billings	Yellowstone	HomeFront PODS 9%	Homeword / HomeFront	Non-Profit	General	Family	New	22	\$ 6,500,000
			HomeFront PODS 4%						79	
4	Missoula	Missoula	Opportunity Place	42-44 Developers	Non-Profit	General	Family	New	24	\$ 6,500,000
5	Bozeman	Gallatin	Hidden Creek 9%	United Housing Partners	Non-Profit	General	Family	New	21	\$ 6,500,000
			Hidden Creek 4%						145	
6	Polson	Lake	Polson Gardens	Housing Solutions	For-Profit	General	Senior	New	20	\$ 6,150,000
7	Dillon	Beaverhead	The Homestead	The Housing Company	Non-Profit	General	Senior	New	20	\$ 6,500,000

\* - The above was randomly selected and is the order of presentations at the May meeting.

	380	45,150,000
2025 Current Year Credits (est fr 2024)	33,600,000	
2024 Credits Remaining	2,652,040	
Returned Credits	-	
2024 National Pool Credits in 2025	-	
Available Credits:		36,252,040
Minimum Required to be Awared to Non-Profits (10%):		3,360,000
Maximum Request for a Small Rural Project (12.5%):		4,200,000
Maximum Credit Per Project:		6,500,000





**2025 Housing Credit Letter of Intent**  
**Comparative Data for Presentation to the Board**

<b>Project Name</b>	<b>HC Request 10 yr total</b>	<b>Total Cost / Unit</b>	<b>Cost per Unit / Hardcost</b>	<b>Hard Costs / Sq Ft</b>	<b>Total / Sq Ft</b>
Skyview	\$ 6,500,000	\$ 349,779	\$ 240,000	\$ 251	\$ 366
Eagle Seeker Housing	\$ 6,500,000	\$ 349,921	\$ 241,951	\$ 228	\$ 329
HomeFront PODS	\$ 6,500,000	\$ 306,654	\$ 238,621	\$ 310	\$ 398
Opportunity Place	\$ 6,500,000	\$ 350,000	\$ 275,256	\$ 212	\$ 269
Hidden Creek 9	\$ 6,500,000	\$ 294,418	\$ 207,851	\$ 271	\$ 384
Polson Gardens	\$ 6,150,000	\$ 310,652	\$ 205,000	\$ 256	\$ 388
The Homestead	\$ 6,500,000	\$ 339,834	\$ 213,625	\$ 248	\$ 395

<b>Project Name</b>	<b>% Total Costs Paid by HC's</b>	<b>HC's / Sq Ft</b>	<b>Construction Start</b>
Skyview	60.95%	\$ 272	Aug-25
Eagle Seeker Housing	64.23%	\$ 283	Jun-25
HomeFront PODS	82.85%	\$ 384	Apr-25
Opportunity Place	61.52%	\$ 208	Mar-25
Hidden Creek 9	84.54%	\$ 404	Aug-25
Polson Gardens	82.15%	\$ 384	Jul-25
The Homestead	83.19%	\$ 378	Apr-25

**City**  
**County**  
**Project Name**  
  
**Developer Name**  
**Set-aside (small project / general)**  
**Set-aside (for-profit / non-profit)**  
**HC Requested (10 yr total)**  
**Project Type**  
**Construction Type**  
**Minimum Set-aside**  
**Projected Construction Start**  
**Projected Completion**

Billings	Billings	Billings	Missoula	Bozeman	Polson	Dillon
Yellowstone	Yellowstone County	Yellowstone	Missoula County	Gallatin	Lake County	Beaverhead
Skyview	Eagle Seeker Housing	HomeFront PODS 9%	Opportunity Place	Hidden Creek 9 Apts	Polson Gardens	The Homestead
Gene Leuwer	Native Amer Dev Corp and CR builders, LLC	Homeword/Homefront	42-44 Developers LLC	United Housing Partners	Housing Solutions, LLC	The Housing Company
General	General	General	General	General	General	Small/Rural
For-Profit	Federal Non-Profit	Federal Non-Profit	Federal Non-Profit	Federal Non-Profit	For-Profit	Non-Profit
\$ 6,500,000	\$ 6,500,000	\$ 6,500,000	\$6,500,000	\$ 6,500,000	\$ 6,150,000	\$ 6,500,000
Family	Family	Family	Family	Family	Senior	Senior
New	New	New	New	New	New	New
40/60	40/60	40/60	Ave Inc	40/60	40/60	40/60
Aug-25	Jun-25	Apr-25	Mar-25	Aug-25	Jul-25	April 2025
Dec-26	Jun-26	Sep-26	Mar-26	Aug-26	Jul-26	April 2026

**Unit Numbers**

**Target**

1-bdrm 30%  
 1-bdrm 40%  
 1-bdrm 50% (HM/HTF)  
 1-bdrm 50%  
 1-bdrm 60%  
 1-bdrm 70%  
 2-bdrm 30%  
 2-bdrm 40%  
 2-bdrm 50% (HM/HTF)  
 2-bdrm 50%  
 2-bdrm 60%  
 2-bdrm 80%  
 3-bdrm 30%  
 3-bdrm 50% (HM/HTF)  
 3-bdrm 50%  
 3-bdrm 60%  
 other mkt  
 other mgr(60%)

	1					2
					1	
2						
10	1		1		5	12
1	1		7	21	3	6
			1			
			1		1	
2	1					
4	7	12				5
3	2	10	13			4
			1			
	2					
1	1					
	3					
2	1					
	3					
					1	

Total Units

Average Income Targeting

25	24	22	24	21	20	20
52.40%	48.33%	54.55%	60.00%	60.00%	53.00%	51.00%

**Square Footage**

Income Resticted Units  
 Managers Unit(s)  
 Supportive Services  
 Common Space  
 Market/Commercial

21,900	18,686	16,940	24,192	14,091	15,041	13,000
	-	-	-		649	-
	-	-	1,100			200
2,000	4,248	-	5,928	2,000	312	4,000
	2,554	-	-			-
Total	23,900	25,488	16,940	31,220	16,091	16,002
						17,200

City  
County  
Project Name

Billings	Billings	Billings	Missoula	Bozeman	Polson	Dillon
Yellowstone	Yellowstone County	Yellowstone	Missoula County	Gallatin	Lake County	Beaverhead
Skyview	Eagle Seeker Housing	HomeFront PODS 9%	Opportunity Place	Hidden Creek 9 Apts	Polson Gardens	The Homestead

**Unit Rents**

1-bdrm 30%  
 1-bdrm 40%  
 1-bdrm 50% (HM/HTF)  
 1-bdrm 50%  
 1-bdrm 60%  
 1-bdrm 70%  
 1-bdrm  
 2-bdrm 30%  
 2-bdrm 40%  
 2-bdrm 50% (HM/HTF)  
 2-bdrm 50%  
 2-bdrm 60%  
 2-bdrm 80%  
 2-bdrm  
 3-bdrm 30%  
 3-bdrm 50% (HM/HTF)  
 3-bdrm 50%  
 3-bdrm 60%  
 3-bdrm

	410					407
					630	
723						
762	745		704		785	727
930	920		866	1,184	895	886
			1,028			
	1,000					
	470					
			642		755	
910	840					
910	875	1,008			945	
1,112	1,100	1,210	1,031		995	
			1,420			
	1,150					
	535					
1,046	960					
	1,000					
1,279	1,250					
	1,350					

**Project Costs**

Land  
 Building/Acquisition  
 Site Work  
 Construction / Rehab  
 Soft Costs  
 Developer Fees  
 Reserves  
 Total Project Costs  
 Supportive Services Costs  
 Residential Costs

500,000	300,000		-	11	360,000	550,000
			1,000	6,643		-
750,000		1,320,070	513,924	323,360	565,000	775,000
5,250,000	5,806,832	3,929,588	6,092,210	4,041,515	3,535,000	3,497,500
1,278,830	1,393,281	560,131	752,835	945,336	918,037	1,238,625
800,000	800,000	850,000	874,231	780,278	750,000	606,135
165,647	98,000	86,600	165,799	85,637	85,005	129,428
\$ 8,744,477	\$ 8,398,113	\$ 6,746,389	\$ 8,399,999	\$ 6,182,780	\$ 6,213,042	\$ 6,796,688
			\$ -			\$ -
\$ 8,744,477	\$ 8,398,113	\$ 6,746,389	\$ 8,399,999	\$ 6,182,780	\$ 6,213,042	\$ 6,796,688

**Financing Sources**

Hard Loan  
 Hard Loan  
 State HOME  
 State NHTF  
 Other  
 Deferred Dev Fee  
 HC Equity Competitive  
 HC Equity Non-Competative  
 Total Sources:  
 % of Project Financed by HC:

1,800,000	1,150,000	50,000	1,294,506	955,806	890,000	721,000
532,946		850,000				
	525,000					
	525,000					396,000
800,000	750,000	220,000	1,786,115			
282,064	53,652	36,948	151,878		219,052	25,253
5,329,467	5,394,461	5,589,441	5,167,500	5,226,974	5,103,990	5,654,435
\$ 8,744,477	\$ 8,398,113	\$ 6,746,389	\$ 8,399,999	\$ 6,182,780	\$ 6,213,042	\$ 6,796,688
60.95%	64.23%	82.85%	61.52%	84.54%	82.15%	83.19%

<b>City</b>	Billings	Billings	Billings	Missoula	Bozeman	Polson	Dillon
<b>County</b>	Yellowstone	Yellowstone County	Yellowstone	Missoula County	Gallatin	Lake County	Beaverhead
<b>Project Name</b>	Skyview	Eagle Seeker Housing	HomeFront PODS 9%	Opportunity Place	Hidden Creek 9 Apts	Polson Gardens	The Homestead

**Costs versus Sources**

Total Project Costs	\$ 8,744,477	\$ 8,398,113	\$ 6,746,389	\$ 8,399,999	\$ 6,182,780	\$ 6,213,042	\$ 6,796,688
Total Financing Sources	\$ 8,744,477	\$ 8,398,113	\$ 6,746,389	\$ 8,399,999	\$ 6,182,780	\$ 6,213,042	\$ 6,796,688
Difference	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Comparative Data for Presentation to the Board**

**Return on Sale of HTC**

HTC Requested	\$ 6,500,000	\$ 6,500,000	\$ 6,500,000	\$ 6,500,000	\$ 6,500,000	\$ 6,150,000	\$ 6,500,000
HTC Equity	\$ 5,329,467	\$ 5,394,461	\$ 5,589,441	\$ 5,167,500	\$ 5,226,974	\$ 5,103,990	\$ 5,654,435
HTC Return on Sale	0.82	0.83	0.86	0.80	0.80	0.83	0.87

**Per Unit Comparison**

	Limits	Billings	Yellowstone County	Yellowstone	Missoula	Bozeman	Polson	Dillon
Cost per unit total	n/a	\$ 349,779	\$ 349,921	\$ 306,654	\$ 350,000	\$ 294,418	\$ 310,652	\$ 339,834
Cost per unit residential only	\$350,000	\$ 349,779	\$ 349,921	\$ 306,654	\$ 350,000	\$ 294,418	\$ 310,652	\$ 339,834
Cost per unit Const / Rehab	n/a	\$ 240,000	\$ 241,951	\$ 238,621	\$ 275,256	\$ 207,851	\$ 205,000	\$ 213,625
Credits per unit	n/a	\$ 260,000	\$ 270,833	\$ 295,455	\$ 270,833	\$ 309,524	\$ 307,500	\$ 325,000

**Per Square Foot Comparison**

Construction / Rehab per sq ft	\$ 251	\$ 228	\$ 310	\$ 212	\$ 271	\$ 256	\$ 248
Total Project Cost per sq ft	\$ 366	\$ 329	\$ 398	\$ 269	\$ 384	\$ 388	\$ 395
Credits per sq ft	\$ 272	\$ 283	\$ 384	\$ 208	\$ 404	\$ 384	\$ 378
Credits per sq ft (residential only)	\$ 272	\$ 283	\$ 384	\$ 216	\$ 404	\$ 384	\$ 382

**Utilities Paid by (Tenant / Owner)**

Tenant	Tenant	Owner	Tenant	Tenant	Owner	Tenant
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**Market Study Data:**

Units needed for Targeted AMI's	2,516	3,408	797	3,128	1,188	111	51
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**Development Evaluation Criteria and Selection**

**Lower Income Tenants**

Income and Rent Level Targeting.	52.4% weighted average	48.3%	50-60%	40%, 50%, 60%, 70%, 80%	60.0%	YES	40/60 - Weighted Average
Project-Based Rental Subsidy.	NO	NO	NO	NO	NO	NO	NO

**Project Characteristics**

Amenities	Medical Services	Grocery Store	Grocery & Medical	Grocery & Medical	Grocery & Medical	Grocery & Medical	Grocery & Medical
Small Town/Tribal Designation Area	na	na	na	na	na	Small & Tribal	Small Town
Affordable Housing Stock	na	na	na	na	na	na	na
Historic Preservation	na	na	na	na	na	na	na

**Local Involvement**

Community Input	Local Community Input	na	Local Community Input	Local Community Input	Local Community Input	Local Community Input	Local Community Input
Qualified Census Tract / Local Community Revitalization Plan	na	QCT & Local Plan	na	na	na	na	na
Communication / Relationships	na	na	Local Entity Participation	Local Entity Participation	Local Entity Participation	Local Entity Participation	Local Entity Participation

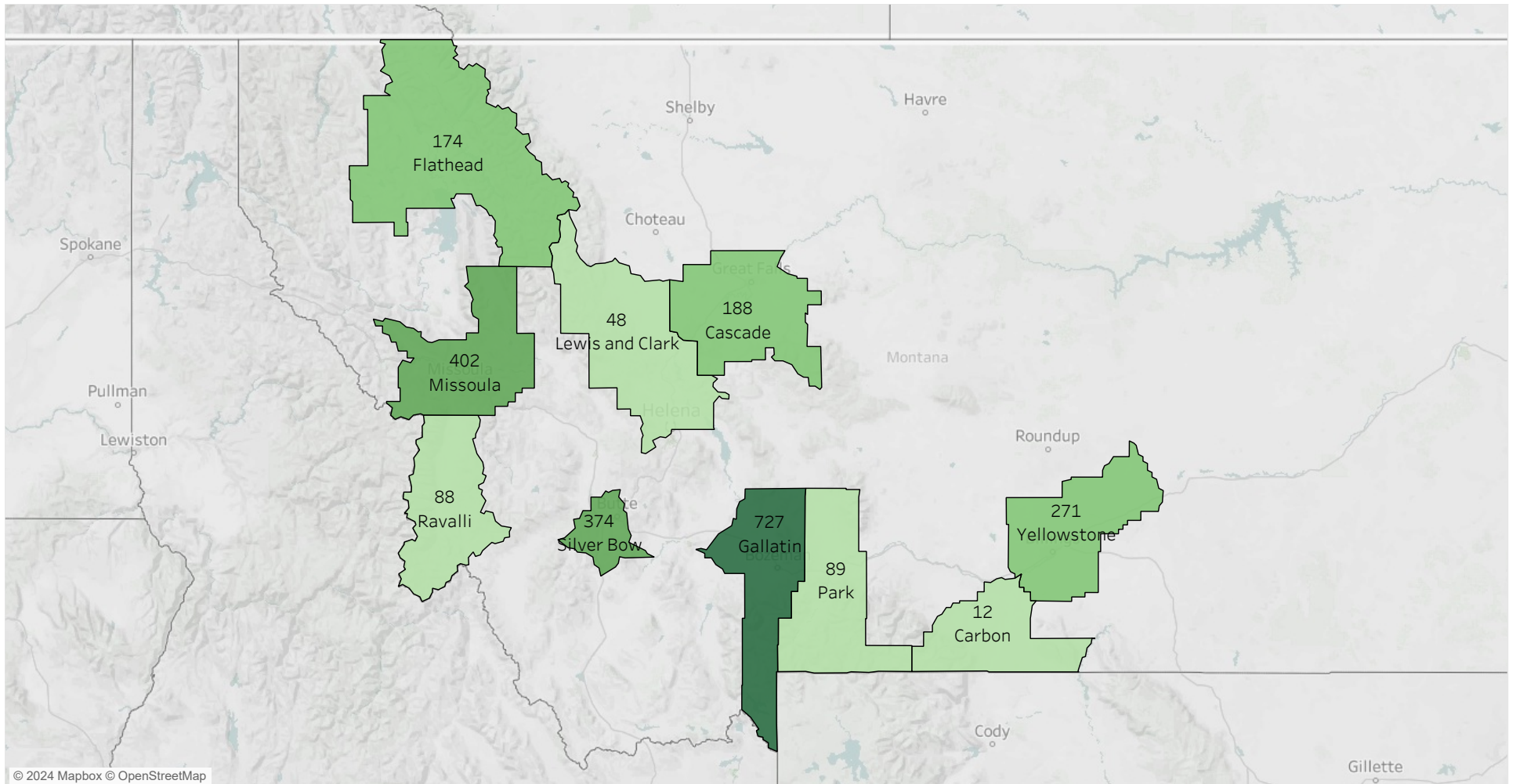
**Green & Energy Stds**

Green & Energy Std Met	Green & Energy Std Met	Green & Energy Std Met	Green & Energy Std Met	Green & Energy Std Met	Green & Energy Std Met	Green & Energy Std Met
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**Tenant Populations**

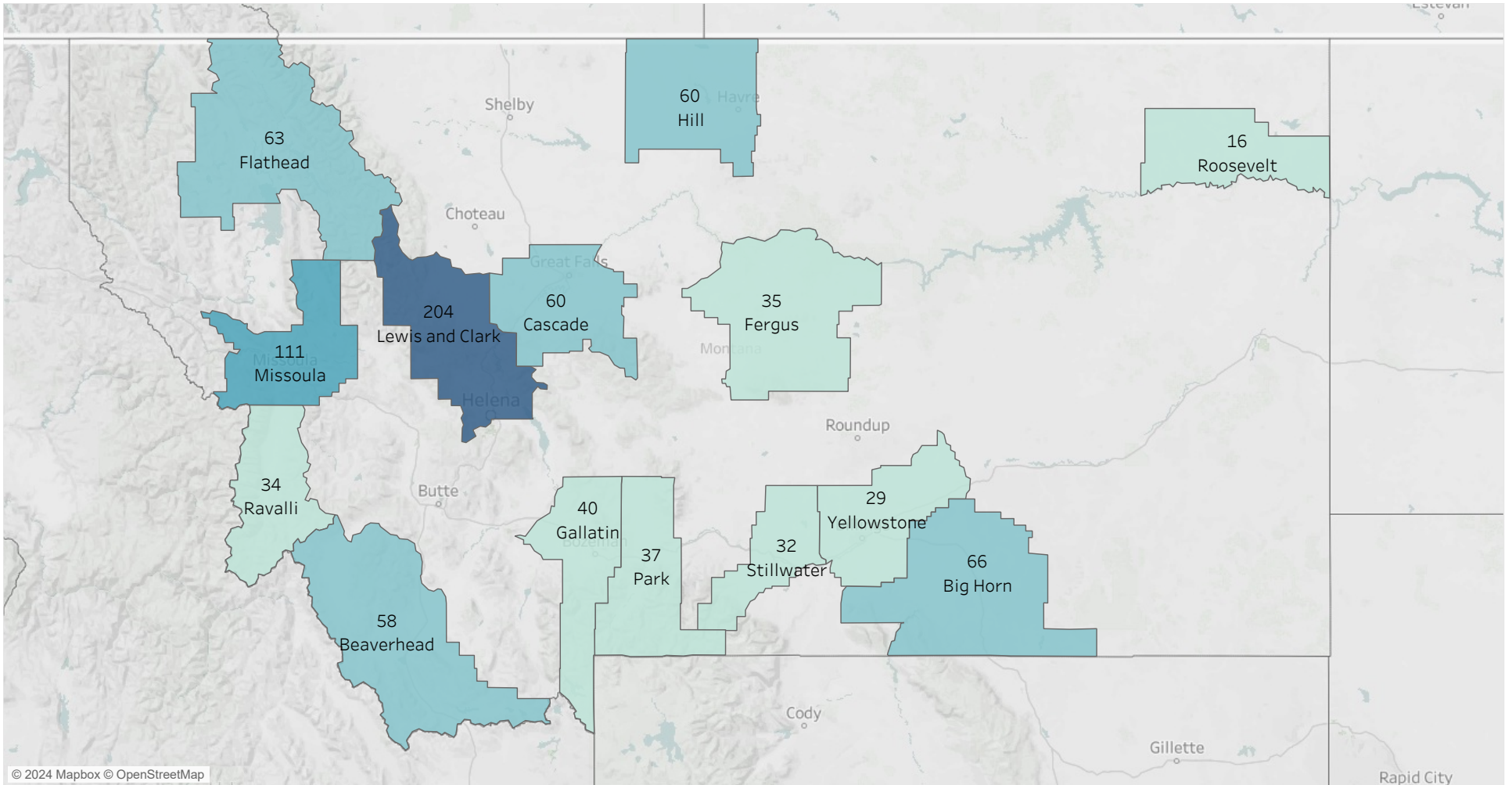
Family Projects	Family Project	Family Project	Family Project	Family Project	Family Project	na	na
Elderly Projects	na	na	na	na	na	Elderly Project	Elderly Project

### No. of units of 4% projects by County - Last 10 Years



Housing Credit Information Source: Montana Board of Housing TC-SUM spreadsheet. Map based on Longitude (generated) and Latitude (generated). Color shows sum of No. of Units. The marks are labeled by County and sum of No. of Units. Details are shown for County. The data is filtered on Credit Type, Year Allocated and ACTIVE or INACTIVE. The Credit Type filter keeps 4%. The Year Allocated filter ranges from 2015 to 2022. The ACTIVE or INACTIVE filter keeps Active.

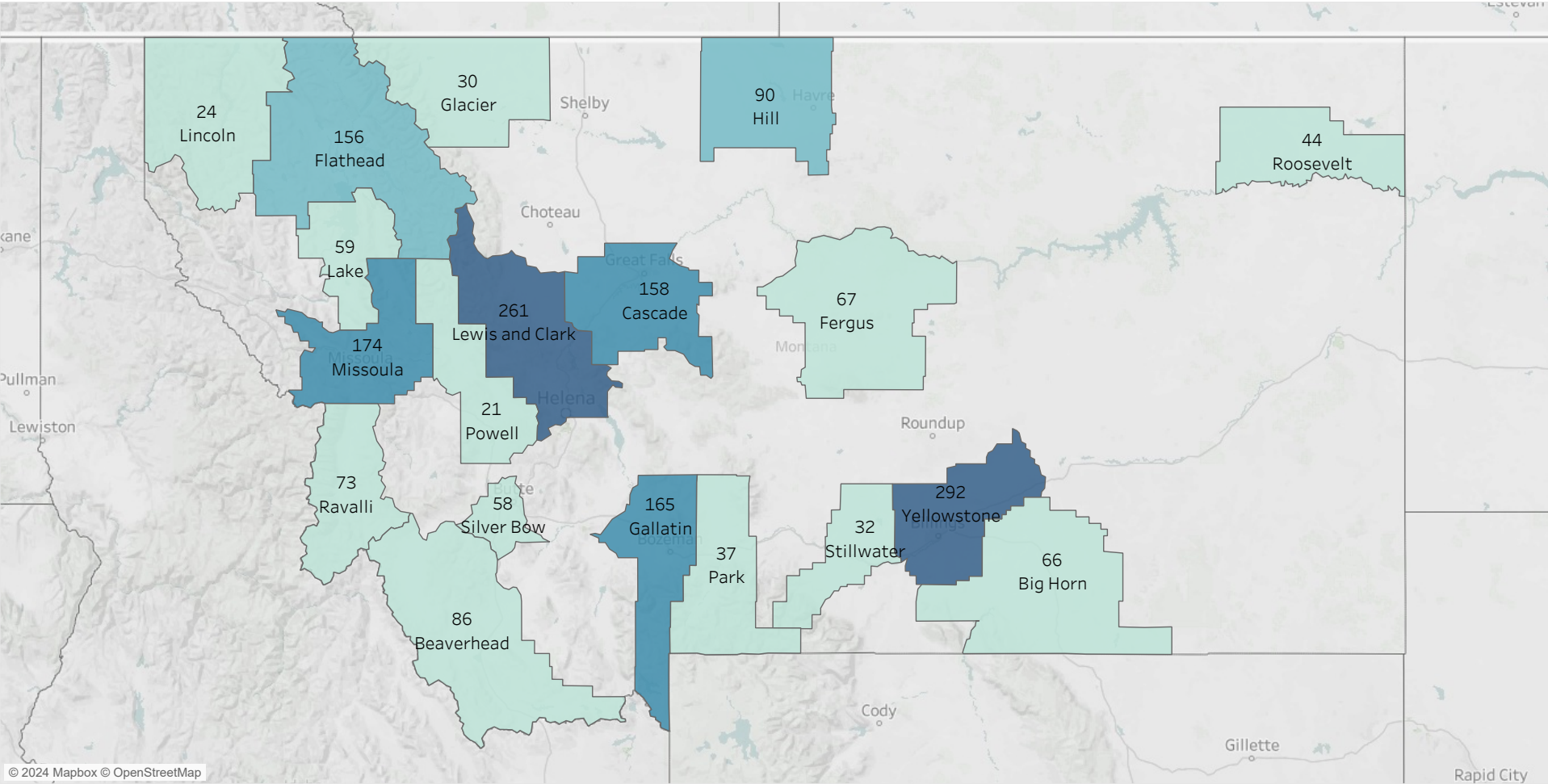
### No. of Units of Acq/Rehab 9% Projects by County - Last 10 Years



Housing Credit Information Source: Montana Board of Housing TC-SUM spreadsheet. Map based on Longitude (generated) and Latitude (generated). Color shows sum of No. of Units. The marks are labeled by County and sum of No. of Units. Details are shown for County. The data is filtered on Credit Type, Year Allocated and ACTIVE or INACTIVE. The Credit Type filter keeps 9%. The Year Allocated filter ranges from 2015 to 2024. The ACTIVE or INACTIVE filter keeps Active.



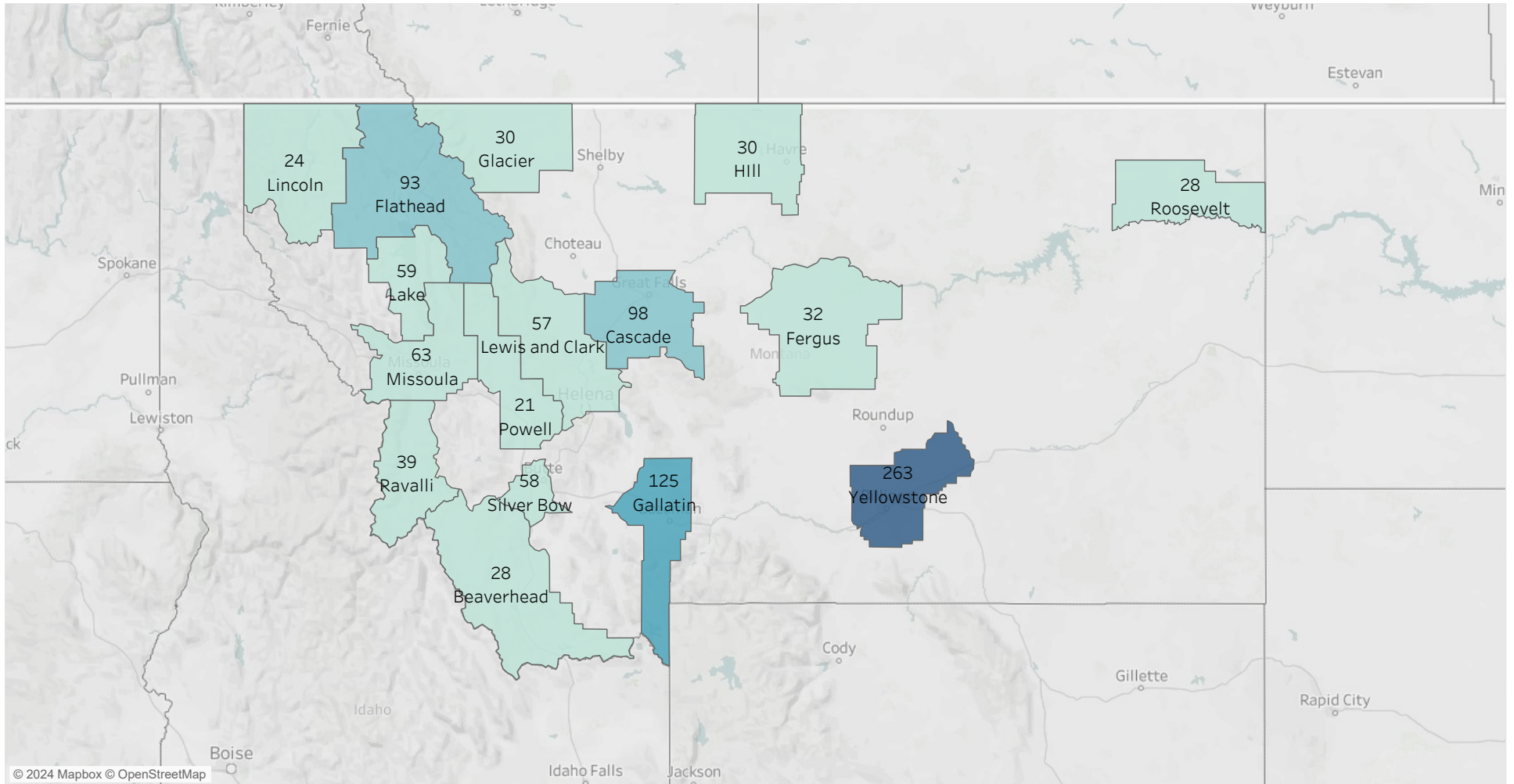
### No. of units of 9% projects by County - Last 10 years



Housing Credit Information Source: Montana Board of Housing TC-SUM spreadsheet. Map based on Longitude (generated) and Latitude (generated). Color shows sum of No. of Units. The marks are labeled by sum of No. of Units and County. Details are shown for County. The data is filtered on Credit Type, Year Allocated and ACTIVE or INACTIVE. The Credit Type filter keeps 9%. The Year Allocated filter ranges from 2015 to 2024. The ACTIVE or INACTIVE filter keeps Active.

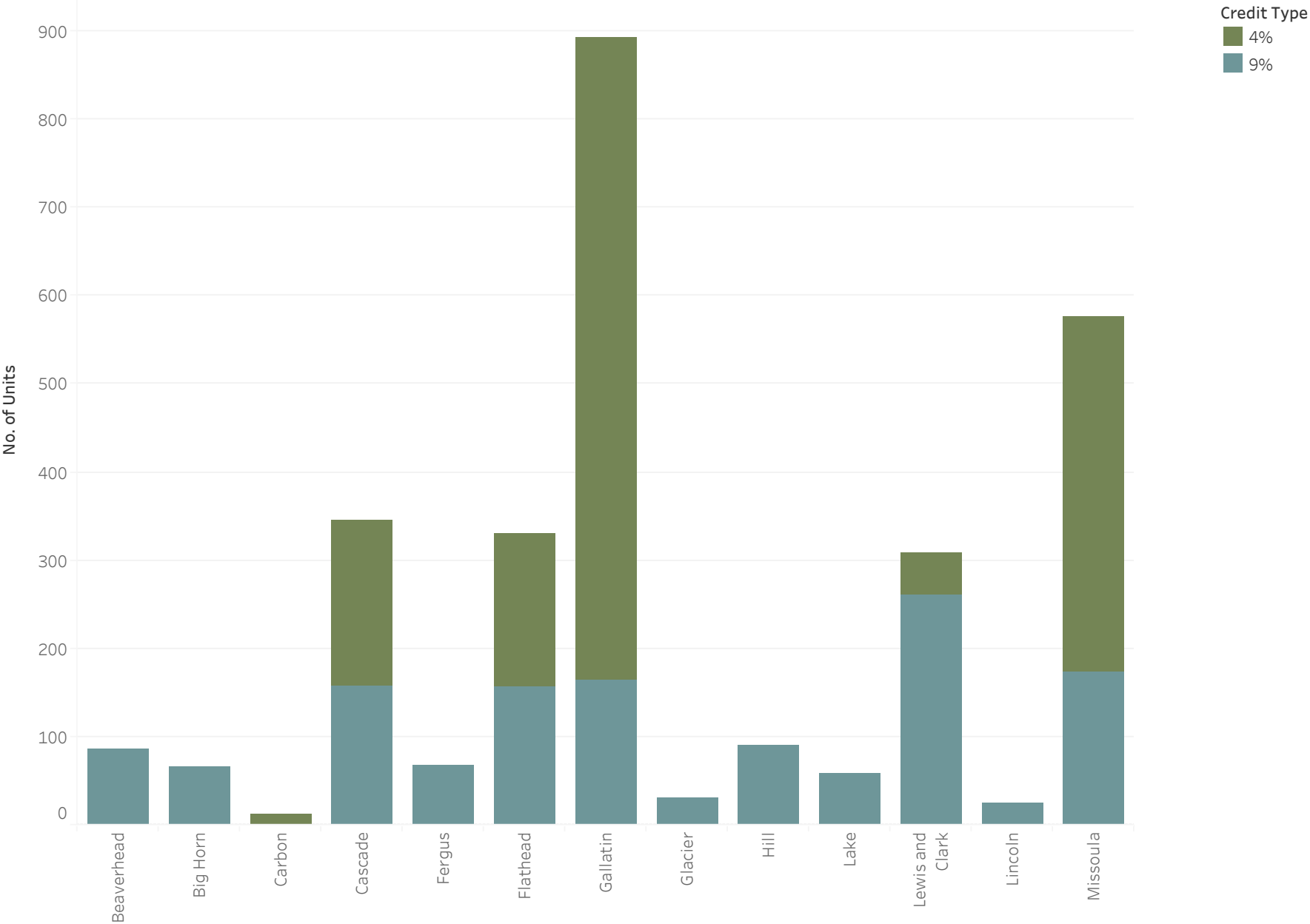


### No. of Units of New 9% Projects by County - Last 10 Years



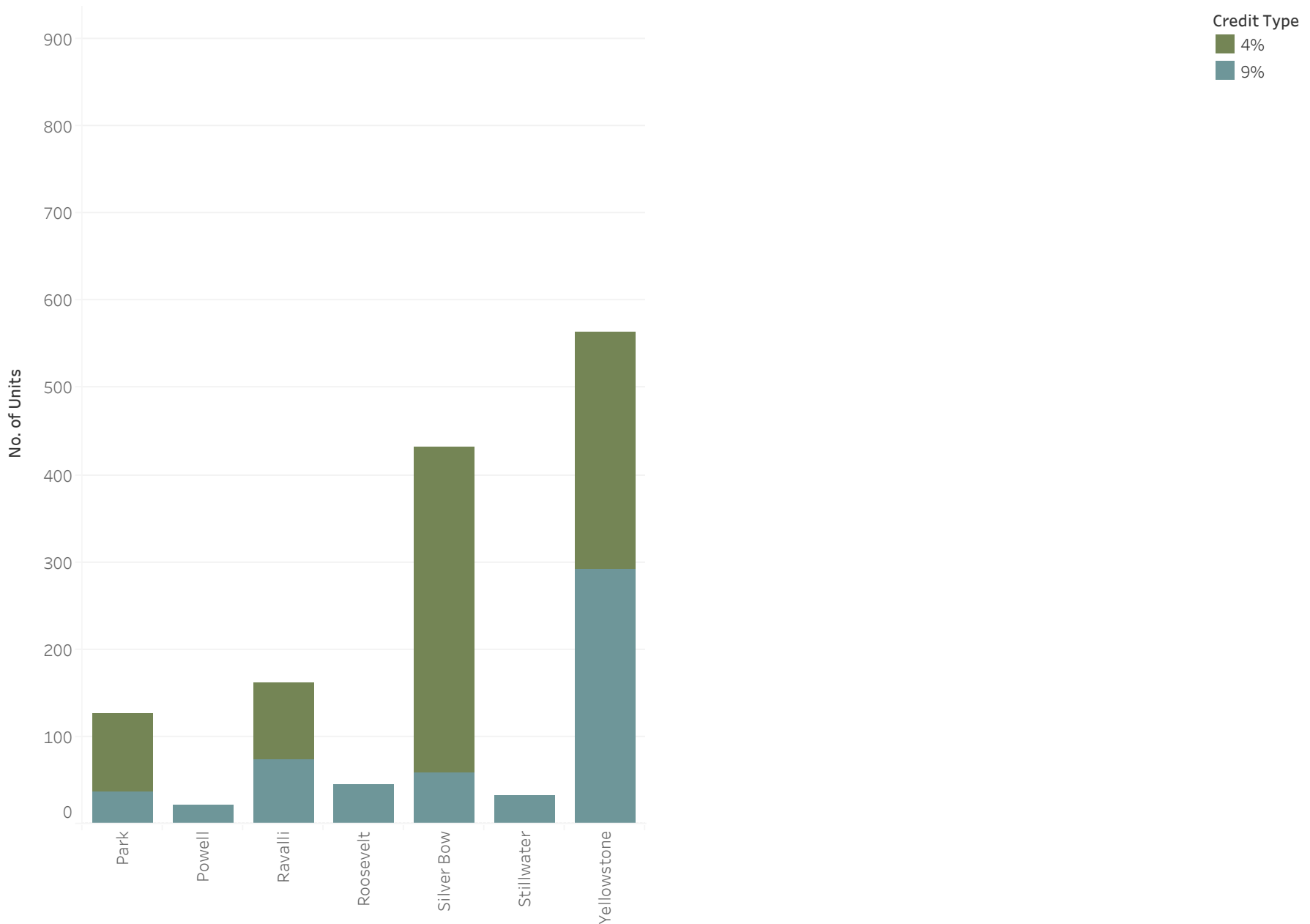
Housing Credit Information Source: Montana Board of Housing TC-SUM spreadsheet. Map based on Longitude (generated) and Latitude (generated). Color shows sum of No. of Units. The marks are labeled by County and sum of No. of Units. Details are shown for County. The data is filtered on Credit Type, Type of Construction, Year Allocated and ACTIVE or INACTIVE. The Credit Type filter keeps 9%. The Type of Construction filter keeps New Construction. The Year Allocated filter ranges from 2015 to 2024. The ACTIVE or INACTIVE filter keeps Active.

# 4% & 9% Projects by County - Last 10 years



Housing Credit Information Source: Montana Board of Housing TC-SUM spreadsheet. Sum of No. of Units for each County. Color shows details about Credit Type. The data is filtered on Year Allocated and ACTIVE or INACTIVE. The Year Allocated filter ranges from 2015 to 2024. The ACTIVE or INACTIVE filter keeps Active. The view is filtered on Credit Type, which keeps 4% and 9%.

## 4% & 9% Projects by County - Last 10 years



Housing Credit Information Source: Montana Board of Housing TC-SUM spreadsheet. Sum of No. of Units for each County. Color shows details about Credit Type. The data is filtered on Year Allocated and ACTIVE or INACTIVE. The Year Allocated filter ranges from 2015 to 2024. The ACTIVE or INACTIVE filter keeps Active. The view is filtered on Credit Type, which keeps 4% and 9%.

Geographic Region	Geographic Location	Population 2010	Population 2020	Population 2022	Total 4% Bond Homes Created	% of 2020 State Population	% of Statewide 9% Homes
<b>Statewide</b>	Total	989,415	1,084,225	1,122,867	3,418	100.00%	100.00%
<b>Beaverhead</b>	Total	9,246	9,371	9,719	0	0.86%	1.63%
	Dillon	4,134	3,880	4,106	0	0.36%	1.63%
<b>Big Horn</b>	Total	12,865	13,124	12,851	0	1.21%	1.80%
	Crow Agency	1,616	1,657		0	0.15%	1.20%
	Hardin	3,505	3,818	3,738	0	0.35%	0.59%
<b>Blaine</b>	Total	6,491	7,044	6,936	0	0.65%	1.63%
	Chinook	1,203	1,185	1,167	0	0.11%	0.18%
	Fort Belknap	1,293	1,567		0	0.14%	1.29%
	Hays	843	996		0	0.09%	0.16%
<b>Carbon</b>	Total	10,078	10,473	11,179	12	0.97%	0.49%
	Joliet	595	577	609	12	0.05%	0.01%
	Red Lodge	2,125	2,257	2,510	0	0.21%	0.48%
<b>Cascade</b>	Total	81,327	84,414	84,864	349	7.79%	7.41%
	Great Falls	58,505	60,442	60,382	349	5.57%	7.41%
<b>Chouteau</b>	Total	5,813	5,895	5,898	0	0.54%	0.15%
	Fort Benton	1,464	1,449	1,441	0	0.13%	0.15%
<b>Custer</b>	Total	11,699	11,867	12,032	0	1.09%	0.79%
	Miles City	8,410	8,354	8,475	0	0.77%	0.79%
<b>Daniels</b>	Total	1,751	1,661	1,628	0	0.15%	0.16%
	Scobey	1,017	999	982	0	0.09%	0.16%
<b>Dawson</b>	Total	8,966	8,940	8,830	0	0.82%	0.42%
	Glendive	4,935	4,873	4,811	0	0.45%	0.42%
<b>Deer Lodge</b>	Total	9,298	9,421	9,510	0	0.87%	0.15%
	Anaconda	9,298	9,421	9,510	0	0.87%	0.15%
<b>Fergus</b>	Total	11,586	11,446	11,663	0	1.06%	1.35%
	Lewistown	5,901	5,952	6,076	0	0.55%	1.35%
<b>Flathead</b>	Total	90,928	104,357	111,814	421	9.63%	10.61%
	Big Fork	4,270	5,118		0	0.47%	0.82%
	Columbia Falls	4,688	5,308	5,656	36	0.49%	0.83%
	Kalispell	19,927	24,558	28,450	385	2.27%	6.76%
	Whitefish	6,357	7,751	8,915	0	0.71%	2.20%
<b>Gallatin</b>	Total	89,513	118,960	124,857	727	10.97%	9.23%
	Belgrade	7,389	10,460	11,966	0	0.96%	1.37%
	Big Sky	2,308	3,591		0	0.33%	0.37%
	Bozeman	37,280	53,293	56,123	727	4.92%	7.01%
	Manhattan	1,520	2,086	2,120	0	0.19%	0.24%
	Belgrade.				0		0.24%
<b>Glacier</b>	Total	13,399	13,778	13,681	0	1.27%	3.22%
	Browning	1,016	1,018	1,010	0	0.09%	2.21%
	Browning & Heart Butte				0		0.52%
	Cut Bank	2,869	3,056	3,035	0	0.28%	0.21%
	Cutbank				0		0.28%
<b>Hill</b>	Total	16,096	16,309	16,068	0	1.50%	3.34%
	Box Elder	87	85		0	0.01%	0.49%

Population Source: Data compiled 8/30/2023 by the Research & Information Services Bureau (RIS), MT Dept of Commerce.

Housing Credit Information Source: Montana Board of Housing TC-SUM spreadsheet.

Population 2010, Population 2020, Population 2022, Total 4% Bond Homes Created, Number of 9% HC Projects, Total 9% HC Homes Created, Percent of State 9% Units and % of 2020 State Population broken down by Geographic Region and Geographic Location. Filtered by Active and Comp Fulfilled. Credit Type filtered keeping 4% and 9%.

Geographic Region	Geographic Location	Population 2010	Population 2020	Population 2022	Total 4% Bond Homes Created	% of 2020 State Population	% of Statewide 9% Homes
Hill	Havre	9,310	9,362	9,213	0	0.86%	2.85%
Lake	Total	28,746	31,134	32,853	0	2.87%	4.96%
	Arlee	636	720		0	0.07%	0.15%
	Elmo	180	244		0	0.02%	0.15%
	Pablo	2,254	2,138		0	0.20%	1.50%
	Polson	4,488	5,148	5,478	0	0.47%	2.04%
	Ronan	1,871	1,955	2,138	0	0.18%	1.00%
	St. Ignatius	842	768	811	0	0.07%	0.13%
Lewis and Clark	Total	63,395	70,973	73,832	48	6.55%	9.02%
	Fort Harrison (Helena)				0		0.62%
	Helena	28,190	32,091	33,885	48	2.96%	8.40%
Lincoln	Total	19,687	19,677	21,525	0	1.81%	0.86%
	Libby	2,628	2,775	3,097	0	0.26%	0.86%
Madison	Total	7,691	8,623	9,265	0	0.80%	0.71%
	Big Sky	2,308	3,591		0	0.33%	0.71%
Meagher	Total	1,891	1,927	2,013	0	0.18%	0.15%
	White Sulphur Springs	939	955	993	0	0.09%	0.15%
Mineral	Total	4,223	4,535	5,058	0	0.42%	0.48%
	St. Regis	319	313		0	0.03%	0.12%
	Superior	812	830	918	0	0.08%	0.36%
Missoula	Total	109,299	117,922	121,041	667	10.88%	13.22%
	Lolo	3,892	4,399		0	0.41%	0.59%
	Missoula	66,788	73,489	76,955	667	6.78%	12.63%
Park	Total	15,636	17,191	17,790	89	1.59%	1.17%
	Livingston	7,044	8,040	8,790	89	0.74%	1.17%
Petroleum	Total	494	496	524	0	0.05%	0.09%
	Winnett	182	188	196	0	0.02%	0.09%
Phillips	Total	4,253	4,217	4,240	0	0.39%	0.48%
	Malta	1,997	1,860	1,868	0	0.17%	0.48%
Powell	Total	7,027	6,946	7,051	24	0.64%	0.67%
	Deer Lodge	3,111	2,938	3,031	24	0.27%	0.67%
Ravalli	Total	40,212	44,174	47,298	112	4.07%	3.49%
	Corvallis	976	1,125		36	0.10%	0.00%
	Darby	720	783	853	16	0.07%	0.00%
	Hamilton	4,348	4,659	5,165	60	0.43%	2.81%
	Stevensville	1,809	2,002	2,186	0	0.18%	0.68%
Richland	Total	9,746	11,491	11,237	0	1.06%	0.83%
	Sidney	5,191	6,346	6,167	0	0.59%	0.83%
Roosevelt	Total	10,425	10,794	10,572	0	1.00%	1.63%
	Poplar	810	758	745	0	0.07%	0.62%
	Poplar/Wolf Point				0		0.36%
	Wolf Point	2,621	2,517	2,578	0	0.23%	0.42%
	Wolf Point/Culbertson				0		0.24%
Rosebud	Total	9,233	8,329	8,088	0	0.77%	1.05%
	Forsyth	1,777	1,647	1,602	0	0.15%	0.53%

Population Source: Data compiled 8/30/2023 by the Research & Information Services Bureau (RIS), MT Dept of Commerce.

Housing Credit Information Source: Montana Board of Housing TC-SUM spreadsheet.

Population 2010, Population 2020, Population 2022, Total 4% Bond Homes Created, Number of 9% HC Projects, Total 9% HC Homes Created, Percent of State 9% Units and % of 2020 State Population broken down by Geographic Region and Geographic Location. Filtered by Active and Comp Fulfilled. Credit Type filtered keeping 4% and 9%.

Geographic Region	Geographic Location	Population 2010	Population 2020	Population 2022	Total 4% Bond Homes Created	% of 2020 State Population	% of Statewide 9% Homes
Rosebud	Lame Deer	2,052	1,897		0	0.17%	0.52%
Sanders	Total	11,413	12,400	13,442	0	1.14%	0.13%
	Plains	1,048	1,106	1,200	0	0.10%	0.13%
Sheridan	Total	3,384	3,539	3,564	0	0.33%	0.06%
	Medicine Lake	225	244	249	0	0.02%	0.06%
Silver Bow	Total	34,200	35,133	36,068	434	3.24%	2.75%
	Butte	33,525	34,494	35,416	434	3.18%	2.75%
Stillwater	Total	9,117	8,963	9,177	0	0.83%	0.95%
	Absarokee	1,150	1,000		0	0.09%	0.95%
Sweet Grass	Total	3,651	3,678	3,715	0	0.34%	0.36%
	Big Timber	1,641	1,650	1,662	0	0.15%	0.36%
Toole	Total	5,324	4,971	5,082	0	0.46%	0.36%
	Shelby	3,376	3,169	3,246	0	0.29%	0.36%
Treasure	Total	718	762	758	0	0.07%	0.18%
	Hysham	312	276	273	0	0.03%	0.18%
Valley	Total	7,369	7,578	7,513	0	0.70%	0.09%
	Glasgow	3,250	3,202	3,192	0	0.30%	0.09%
Yellowstone	Total	147,972	164,731	169,852	535	15.19%	13.37%
	Billings	104,170	117,116	119,960	485	10.80%	12.50%
	Laurel	6,718	7,222	7,203	50	0.67%	0.88%
Jefferson	Total	11,406	12,085	12,826	0	1.11%	0.53%
	Boulder	1,183	1,201	1,267	0	0.11%	0.53%

Population Source: Data compiled 8/30/2023 by the Research & Information Services Bureau (RIS), MT Dept of Commerce.

Housing Credit Information Source: Montana Board of Housing TC-SUM spreadsheet.

Population 2010, Population 2020, Population 2022, Total 4% Bond Homes Created, Number of 9% HC Projects, Total 9% HC Homes Created, Percent of State 9% Units and % of 2020 State Population broken down by Geographic Region and Geographic Location. Filtered by Active and Comp Fulfilled. Credit Type filtered keeping 4% and 9%.

## No. of Units by Project Name - Last 10 Years

Credit Year	Credit Type	Project Name	City	No. of Units
2015	4%	Larkspur Commons 4%	Bozeman	136
	9%	Antelope Court	Havre	30
		Cascade Ridge Ii (See Add'L Credits In 2016)	Great Falls	16
		Gallatin Forks	Manhattan	16
		Guardian Apartments	Helena	118
		River Ridge	Missoula	70
		Stoneridge Apartments	Bozeman	47
		Sweet Grass Commons	Missoula	27
2016	4%	River Run Apartments 4%	Great Falls	96
	9%	Big Sky Villas	Belgrade	24
		Cascade Ridge II - Additional Allocation See 2015 Orig	Great Falls	
		Little Jon Rehab (resyndicated)	Big Fork	31
		North Star (see add'L credits 2018)	Wolf Point	
		Red Fox	Billings	30
		Valley Villas	Hamilton	34
2017	4%	Big Sky Manor resynd 4%	Kalispell	60
	9%	Rockcross 4%	Great Falls	92
		Blackfeet VI	Browning	30
		Gateway Vista	Billings	24
		Polson Landing	Polson	35
		Rockcross 9%	Great Falls	32
		Roosevelt Villas (see add'L credits 2018)	Wolf Point/Culbertson	
2018	4%	Copper Ridge 4%	Butte	32
	9%	Starner Gardens 4%	Billings	101
		Bluebunch Flats (see add'l credits 2019)	Livingston	37
		Copper Ridge 9% (includes orig + add'L credit)	Butte	32
		Cottonwood Creek (see add'l credits 2019)	Deer Lodge	21
		Courtyard Apartments	Kalispell	32
		Freedoms Path (refreshed credits fr 2016)	Ft Harrison (Helena)	42
		Meadows Senior	Lewistown	35
		North Star (see orig credits 2016)	Wolf Point	28
		Roosevelt Villas (see orig credits 2017)	Wolf Point/Culbertson	16
Starner Gardens 9%	Billings	40		
2019	4%	Red Alder 4%	Helena	48
	9%	Alpenglow	Whitefish	38
		Bluebunch Flats (see original credits 2018)	Livingston	
		Chapel Court	Billings	54
		Cottonwood Creek (see orig credits 2018)	Deer Lodge	
		Meadowlark Vista	Ronan	24
		Oakwood Village	Havre	60
		Red Alder 9%	Helena	37
2020	4%	Arrowleaf Park Apartments 4%	Bozeman	136
		Elm Street 4%	Butte	35
		Emporda 4%- Resyd Courtyard I & II	Corvallis	36
		Leggat 4%	Butte	30
		Perennial Park Apartments 4%	Bozeman	96

Housing Credit Information Source: Montana Board of Housing TC-SUM spreadsheet. Sum of No. of Units broken down by Measure Names vs. Year Allocated, Credit Type, Project Name and Project City. The data is filtered on Year Allocated and ACTIVE or INACTIVE. The Year Allocated filter ranges from 2015 to 2024. The ACTIVE or INACTIVE filter keeps Active.

## No. of Units by Project Name - Last 10 Years

Credit Year	Credit Type	Project Name	City	No. of Units
2020	4%	Ponderosa Acres 4%	Billings	120
		Rosalie Manor 4%	Butte	65
		Silver Bow 4%	Butte	212
	9%	Burnt Fork Place	Stevensville	16
		Fire Tower Apts	Helena	44
		Homestead Lodge	Absarokee	32
		Pioneer Meadows	Dillon	28
		Skyview	Missoula	36
		Timber Ridge Apts (9% of 4/9)	Bozeman	30
2021	4%	Bitterroot Valley Apts (old Bitt Comm2 of 2, 4% of 4/9)**Resyd	Darby	16
		Bitterroot Valley Apts (old Mtn View (1 of 2, 4% of 4/9)**Resyd	Hamilton	36
		Boulevards Apts 4%	Bozeman	41
		Castlebar 4%	Bozeman	72
		Darlinton Manor Apts 4%	Bozeman	100
		Miles Building 4%	Livingston	40
		Sherwood Apts 4%	Livingston	49
		Trinity 4%	Missoula	202
	9%	Villagio 4%	Missoula	200
		Apsalooke HA Homes I	Crow Agency	43
		Creekside Commons	Kalispell	31
		Crowley Flats( orig credits see add'l credits above)	Lewistown	16
		Jackson Court 9%	Billings	38
		Laurel Depot	Laurel	19
		MRM Unified Campus	Billings	29
2022	4%	Comstock Apts (resyn Comstock I, II, II)	Bozeman	86
		Junegrass Place 4%	Kalispell	114
		Spruce Grove_Joliet 4%	Joliet	12
		Spruce Grove-Laurel 4%	Laurel	50
	9%	Baatz Perm Supp Apts	Great Falls	25
		Bicentennial Apts	Dillon	58
		Crowley Flats (add'l credits see orig below)	Lewistown	16
		Junegrass Place 9%	Kalispell	24
		Riverview Apts	Big Sky	25
		Tapestry Apts	Billings	26
2023	9%	ANHA LIHTC #2	Crow Agency	23
		Cabinet Affordable Housing	Libby	24
		Carter Commons	Great Falls	25
		Creekside Apartments 9%	Missoula	41
		Meadowlark Senior	Butte	26
2024	9%	7th and Aspen 9%	Bozeman	23
		Elmore Roberts	Great Falls	60
		Mitchell Court	Billings	32
		Riverstone Senior Res	Hamilton	23
		Twin Creek Apts 9	Helena	20

Housing Credit Information Source: Montana Board of Housing TC-SUM spreadsheet. Sum of No. of Units broken down by Measure Names vs. Year Allocated, Credit Type, Project Name and Project City. The data is filtered on Year Allocated and ACTIVE or INACTIVE. The Year Allocated filter ranges from 2015 to 2024. The ACTIVE or INACTIVE filter keeps Active.



## Letter of Intent Narrative

April 8, 2024

Montana Board of Housing  
PO Box 200528  
Helena MT 59620-0528

RE: 9% Housing Credit - Letter of Intent **Skyview Apartments**

Dear Board of Housing:

This letter with attachment meets the requirements of the Qualified Allocation Plan as it relates to submission of a "Letter of Intent" and if invited will be eligible to submit a full application.

The property being submitted is as follows:

Project Name:	<b><u>Skyview Apartments</u></b>
City:	Billings
County:	Yellowstone
Developer:	GL Development
General Partner:	TBD LLC
Management Company:	Syringa Property Management
HC Consultants:	Anderson Consulting Services & North Fork Development
Property Type (Family/Senior):	Family / New Construction
Profit/Non-profit:	Profit
Minimum Set-aside:	40/60

### **Property Description:**

Skyview Apartments will be a new family housing development consisting of 25 rental homes Billings' residents can afford targeting tenants at 50% and 60% of AMI. Skyview will offer 13 one-bedroom, 9 two-bedroom, and 3 three-bedroom homes, and it will be located in the Heights - within walking distance of public parks, schools, and recreational opportunities. A paved walking path running along the north edge of the property provides easy access to Billings public transportation through the Route 18 Heights West fixed bus route.

The proposed location is unique in that it is part of a 268+ acre plot of State trust land currently managed by Montana Department of Naturel Resources. The Department had previously listed the land for lease without success. The Department is having the land reappraised in hopes that the previous valuation may come down given the lack of interest at the previous level. The new appraisal is expected to be complete this April. Steve Simonson, Government Affairs Director with the Billings Association of REALTORS, is working on acquiring some or all of the 268 acres in a land trust with a mission to provide "workforce housing". This project's proposed use and location will fit well with the Land Trust proposal should it be successful.

### **Anticipated Amenities and justification for need:**

There is a clear and growing need for new affordable homes for families in the Billings market. According to the mini market study, Billings has an immediate need for an additional 2,516 new housing units serving households making between 0 and 60% of AMI. This represents a 1,385 increase in new one- and two-bedroom housing units serving this demographic since last year's mini market study was prepared for Mitchell Court Apartments. Furthermore, the mini market study shows Billings is expected to gain 447 households per year through 2029.

As the mini market study shows, there are currently only 61 new family LIHTC units planned or under construction. This dearth of new affordable family housing results in a penetration rate of 0.4%, indicating Billings far from meeting it's affordable housing needs. It is critical to maintain a pipeline of new affordable housing developments to avoid falling farther behind.

Net monthly rents will range from \$723-\$930 per month for one-bedroom, \$910-\$1,112 for two-bedroom, and \$1,046-\$1,279 for three-bedroom apartments, serving the 7,623 Billings households that the mini market study says can afford the proposed rent (this figure has increased from 3,428 households compared to last year's mini market study). These same low-income families struggle to afford market rents; Skyview Apartments will help the City of Billings move closer to serving its residents needs and meeting its stated objectives.

As proposed, Skyview will have six buildings, with accessible ground floor apartments. All apartments will offer air conditioning, energy efficient appliances including a refrigerator, oven/range, microwave, dishwasher, and in-unit washer/dryers. Project design will include sustainable construction practices and energy efficient building designs and components, durable finishes, community space, play area, and easy access all the services and amenities Billings has to offer through its fixed bus route running along W. Wicks Ln (Skyview Apartments' northern property boundary).

Please contact me at (406) 459-5332 or [gleuwer1139@msn.com](mailto:gleuwer1139@msn.com) with questions.

Sincerely,



Gene Leuwer  
GL Development

Enclosed Attachments:

Letter of Intent Attachment Spreadsheet  
Mini Market Study

## MARKET STUDY SUMMARY

<b>Market Study Company:</b>	Prior & Associates
<b>Project Name:</b>	Family Project
<b>Project Market Area:</b>	City of Billings

Is the project, as proposed, viable?

Average (comparable/achievable) market unit rents in immediate area and the percent the proposed project rents are below these rents.

	Market Rents	% Project Rents Below	
0 bedroom			
1 bedroom	N/A for Mini Study		
2 bedroom	N/A for Mini Study		
3 bedroom	N/A for Mini Study		
4 bedroom			Reference page: <input style="width: 50px;" type="text"/>
5 bedroom			

# of all New Units Needed:  Reference page:

# of units needed for the targeted AMI of the project:  Reference page:

Vacancy Rate:  Reference page:

Months to Lease-up:  Reference page:

Capture Rate:  Reference page:   
 (projected income eligible tenants who will move in next year/proposed units)

Absorption Rate:  Reference page:   
 (proposed units/existing LIH, market area units required)

Penetration Rate:  Reference page:   
 (existing LIH units/total eligible households)

Number of LI households that can afford rent of proposed project:  Reference page:

Distance (miles) to: (only fill this out at full market study)

miles to grocery store (convenience store does not count)

miles to medical services appropriate and available to all prospective tenants (e.g., hospital, doctor offices, etc.) and are one of the following:

A Project is located within 1½ miles of the specified amenity or essential service.

Public or contracted transportation (not including taxi or school bus service) is reasonably available to the specified amenity or service (i.e., the Project is located within ¼ mile of fixed bus stop or on a same day call basis) (or letter from provider committing to establish such service); or

Where applicable, the specified amenity or service is available via a no-charge delivery service to the Project Location (all distances must be as specified in the Project's market study).

# Native American Development Corporation

17 N 26<sup>th</sup> St Billings, Mt 59101 | P: 406.259.3804 F: 406.259.4569 | [www.nadc-nabn.org](http://www.nadc-nabn.org)



## Letter of Intent Narrative

April 8, 2024

Montana Board of Housing  
PO Box 200528  
Helena MT 59620-0528

RE: HC-LOI (Housing Credit - Letter of Intent)

Dear Board of Housing:

This letter with attachment meets the requirements of the Qualified Allocation Plan as it relates to the submission of a "Letter of Intent" and if invited, we will be eligible to submit a full application.

The property being submitted is as follows:

Property Name:	Eagle Seeker Housing
City:	Billings
County:	Yellowstone
Developers:	Native American Development Corporation & CR Builders, LLC
Developer Contact Info:	Leonard Smith
Email & phone #:	<a href="mailto:lsmith@nadc-nabn.org">lsmith@nadc-nabn.org</a> & 406-259-3804
General Partner Owner:	NADC Holdings, LLC
Management Company:	Syringa Property Management
HC Consultant:	N/A
Property Type (Family/Senior):	Multi-Family
Profit/Non-profit:	Non-profit
Minimum Set-aside:	
20/50 _____	
40/60 <u>  X  </u>	
Average Income _____	

### Property Description:

Native American Development Corporation (NADC) is a Montana 501(c)(3) nonprofit organization located in Billings, MT, that provides, programming, expertise, and resources to Native American entrepreneurs, individuals, families, and businesses. NADC was organized in 1996 to act as a liaison for state, regional, national and international economic development organizations and agencies for American Indian owned businesses in Montana, Wyoming, and North and South Dakota. Today, NADC has expanded its services to empower the communities they serve with a host of programming centered around economic and social stability.

Eagle Seeker Housing will be located just east of Downtown Billings. This area of town has become a hotspot for investment and the proposed apartments will further catalyze future development and transformation of the neighborhood. The proposed apartments will allow residents in the community to live in a comfortable apartment only a few moments from downtown Billings and in close proximity to many amenities and services. In addition,



the apartments are just a short drive from Billings' medical corridor, the largest in the region. As currently envisioned, the development will be a 3-story structure that will house four (4) one-bedroom apartments, twelve (12) two-bedroom apartments, and eight (8) three-bedroom apartments. Once completed, Eagle Seeker Housing will be managed by Syringa Property Management.

Anticipated Amenities and justification for need:

To create quality affordable housing, each of the 24 apartment residences at Eagle Seeker Housing will include a full kitchen with an oven and cook top, microwave, refrigerator, dishwasher, window blinds, luxury vinyl tiles, washer and dryers, outdoor patio, and heating and air conditioning. All appliances will be Energy Star rated. In addition to the previously mentioned in-unit amenities, the project will also include a community area, a fitness room, and an outdoor community patio area. The amenities package that will be offered at Eagle Seeker Housing will allow the project to compete well in the marketplace, while providing the residents with a comfortable living environment. Over and above the project's amenities, the project site is in close proximity to many opportunities for both work and recreation. The site is also adjacent to single-family homes and will fit nicely within the composition of the neighborhood.

Native American Development Corporation's mission is to provide expertise, programming, and resources to Native entrepreneurs, individuals, families and businesses to provide a "hand-up" to the communities they serve. Eagle Seeker Housing will allow the Native American Development Corporation to continue to advance its mission by investing further in the Yellowstone Valley in a way that will enable residents to thrive.

Your consideration of this proposal is greatly appreciated. Should you have any questions or would like additional information concerning the Eagle Seeker Housing project or Native American Development Corporation, please feel free to contact me directly at 406-259-3804. If you'd like to learn more about our organization and the work we are doing, please visit our website at <http://www.nadc-nabn.org/>.

Sincerely,



Leonard Smith  
President & CEO

Native American Development Corporation

Attachments:

- Letter of Intent Property Information Spreadsheet
- Mini Market Study



## MARKET STUDY SUMMARY

<b>Market Study Company:</b>	Prior & Associates
<b>Project Name:</b>	Eagle Seeker Housing
<b>Project Market Area:</b>	Billings, MT

Is the project, as proposed, viable?

Average (comparable/achievable) market unit rents in immediate area and the percent the proposed project rents are below these rents.

	Market Rents	% Project Rents Below	
0 bedroom			
1 bedroom	N/A for Mini Study		
2 bedroom	N/A for Mini Study		
3 bedroom	N/A for Mini Study		
4 bedroom			Reference page: <input style="width: 50px;" type="text"/>
5 bedroom			

# of all New Units Needed:  Reference page:

# of units needed for the targeted AMI of the project:  Reference page:

Vacancy Rate:  Reference page:

Months to Lease-up:  Reference page:

Capture Rate:  Reference page:   
 (projected income eligible tenants who will move in next year/proposed units)

Absorption Rate:  Reference page:   
 (proposed units/existing LIH, market area units required)

Penetration Rate:  Reference page:   
 (existing LIH units/total eligible households)

Number of LI households that can afford rent of proposed project:  Reference page:

Distance (miles) to: (only fill this out at full market study)

miles to grocery store (convenience store does not count)  
 miles to medical services appropriate and available to all prospective tenants (e.g., hospital, doctor offices, etc.) and are one of the following:

A Project is located within 1½ miles of the specified amenity or essential service.

Public or contracted transportation (not including taxi or school bus service) is reasonably available to the specified amenity or service (i.e., the Project is located within ¼ mile of fixed bus stop or on a same day call basis) (or letter from provider committing to establish such service); or

Where applicable, the specified amenity or service is available via a no-charge delivery service to the Project Location (all distances must be as specified in the Project's market study).





Montana Housing  
MONTANA DEPARTMENT OF COMMERCE  
301 S. Park Ave.  
PO Box 200528  
Helena, MT 59620-0528

April 5, 2024

Dear Montana Housing Staff and Board:

We appreciate this opportunity to submit our Letter of Interest for the HomeFront PODS project in Billings. This project will be a collaboration between HomeFront (formerly known as the Housing Authority of Billings) as General Partner Owner, and Homeword as Developer. It is an exciting and unique project critical to addressing the need for more homes that people can afford to rent in Billings, especially critical since Montana lost Shiloh Glen from our affordable portfolio earlier this year, 120 affordable rental homes lost to market rate housing. This loss is not accounted for in the need defined by the mini-market study but will be updated when a full market study is completed.

Utilizing pre-manufactured bed and bathroom units that are referred to as “PODS,” sourced from an unoccupied worker housing development in North Dakota, the project aims to transform these units into 101 dwelling units across 18 new apartment buildings. The term “PODS” not only captures the essence of these self-contained units but also inspires the acronym P.O.D.S; Pre-manufactured Overhauled Dwelling Solutions. Emphasizing material reuse and sustainability, the project seeks to maximize retained materials from the existing PODS, enhancing the thermal envelope and structural performance. The envisioned community is comprised of two building types: a 3-story, 6-unit apartment building and a 3-story, 5-unit apartment building.

Each apartment will be a two-bedroom, two-bathroom home, utilizing (2) pods. As noted above, there are two building types: a 3-story, 6-unit apartment building, and a 3-story, 5-unit apartment building with one fully accessible unit on each first floor. The goal is to maximize the amount of retained and reused materials from the existing pods, while providing additional material to improve the thermal envelope and structural performance. New construction is required for kitchens, living spaces, laundry areas, vertical circulation, building systems, utilities, and site work.

This project focuses on sustainability by reusing existing components of the pods, thereby reducing material waste and minimizing the environmental impact associated with manufacturing new materials. The performance goals for these PODS are aligned with the 2021 International Energy Conservation Code (IECC) and Energy Star standards, making them eligible for the 45L Tax credits. The thermal envelope of the pods will be improved to enhance energy efficiency. Additionally, the project will explore the possibility of on-site renewable energy generation.

Amenities at the site will include off-street surface parking, site bike racks, a dog park, and incorporation of the existing Tom Moss Memorial Park and Community Garden. Public open spaces

that support community use, gathering, playing, and a connection to natural/native landscaping will be provided to enhance and strengthen the residential community.

The site is located on Sioux Lane in the Billings Height area on property donated to HomeFront, adjacent to HomeFront properties Red Fox, White Tail Run and Pheasant Home. The opportunity to use donated land significantly reduces overall development costs, and developing in an area already zoned for multi-family use provides an additional advantage to the project. The site is relatively flat which eliminates the need for expensive foundations and retaining walls while supporting accessibility throughout the property. It is close to essential community amenities with a Walmart Supercenter and Intermountain Health Heights Clinic both less than a mile away.

Using both the 4% and 9% tax credit programs increases the leverage of the 9% tax credits, while the use of the 9% tax credits makes the project financially feasible, even in these challenging times with skyrocketing construction pricing, ongoing material delays, and the ever-increasing construction industry labor shortage. In addition to project costs, project feasibility is compounded by increasing cost of financing as well. We believe we have put together a project that makes the most advantageous and impactful use of the Housing Tax Credit program, while limiting the need to access the dwindling sources of other housing fund programs available to us here in Montana. The project also incorporates the innovative use of pre-manufactured building elements, while tailoring the homes to meet the needs of the future residents and the community and providing an attractive development for the neighborhood. The reuse of these “pods” is also helping reduce the cost of new construction by being more efficient than traditional stick build construction, greatly assisting with this project’s financial feasibility. The project has been in pre-development for more than a year and is ready to move forward when funding is secured, and the partnership is closed.

We appreciate your consideration of our unique project, and hope the Staff and Board recognize the critical need for these new homes people with lower incomes can afford to rent here in Billings. With the loss of Shiloh Glen to market rate, and the recently released MSTP income limits showing a nine to ten percent increase in incomes, the market rents in Billings are constantly increasing. Meanwhile, so many of our critical community members – first responders, teachers, service workers, veterans, etc. – are continuing to see relatively stagnant incomes. HomeFront’s Housing Choice Voucher waitlist is over 2,700 households, and the waitlist for 1- and 2-bedroom apartments is more than 4,100 households. HomeFront will be providing at least 30 Project Based Vouchers for households with lower incomes at the PODS project, which not only helps the residents, but helps operations remain financially stable. The combination of the innovation in the project and the positive impact on our critical housing needs make our HomeFront PODS project a great choice for an invitation to apply for Housing Tax Credits.

Sincerely,



Patti Webster, Executive Director  
HomeFront



Heather McMilin, Project Development Director  
Homeword



## MARKET STUDY SUMMARY

<b>Market Study Company:</b>	Kinetic Valuation Group
<b>Project Name:</b>	HomeFront PODS
<b>Project Market Area:</b>	Billings, Yelollowstone County

Is the project, as proposed, viable?

Average (comparable/acheivable) market unit rents in immediate area and the percent the proposed project rents are below these rents.

	Market Rents	% Project Rents Below	
0 bedroom			
1 bedroom			
2 bedroom	NA		
3 bedroom			
4 bedroom			Reference page:
5 bedroom			<input style="width: 50px;" type="text" value="NA"/>

# of all New Units Needed:  Reference page:

# of units needed for the targeted AMI of the project:  Reference page:

Vacancy Rate:  Reference page:

Months to Lease-up:  Reference page:

Capture Rate:  Reference page:   
 (projected income eligible tenants who will move in next year/proposed units)

Absorption Rate:  Reference page:   
 (proposed units/existing LIH, market area units required)

Penetration Rate:  Reference page:   
 (existing LIH units/total eligible households)

Number of LI households that can afford rent of proposed project:  Reference page:

Distance (miles) to: (only fill this out at full market study)

0.8	miles to grocery store (convenience store does not count)
0.7	miles to medical services appropriate and available to all prospective tenants (e.g., hospital, doctor offices, etc.) and are one of the following:

A Project is located within 1½ miles of the specified amenity or essential service.

Public or contracted transportation (not including taxi or school bus service) is reasonably available to the specified amenity or service (i.e., the Project is located within ¼ mile of fixed bus stop or on a same day call basis) (or letter from provider committing to establish such service); or

Where applicable, the specified amenity or service is available via a no-charge delivery service to the Project Location (all distances must be as specified in the Project's market study).



**Letter of Intent Narrative**

Date: April 5, 2024

Montana Board of Housing  
PO Box 200528  
Helena MT 59620-0528

RE: HC-LOI (Housing Credit - Letter of Intent)

Dear Board of Housing:

This letter with attachments meets the requirements of the Qualified Allocation Plan as it relates to submission of a “Letter of Intent” and if invited will be eligible to submit a full application.

**The property being submitted is as follows:**

Property Name:	<b>Opportunity Place</b>
City:	<b>Missoula</b>
County:	<b>Missoula</b>
Developer:	<b>42-44 Developers LLC (Bouchee Development LLC &amp; Jenn Clary)</b>
Developer Contact Info:	<b>Mike Bouchee</b>
-email & phone #:	<a href="mailto:mike@boucheedevelopment.com">mike@boucheedevelopment.com</a> , (406) 214-1618
General Partner Owner:	<b>Nala Realty LLC (Opportunity Resources Inc., Bouchee &amp; Clary)</b>
Management Company:	<b>Missoula Housing Authority</b>
HC Consultant:	<b>N/A</b>
Property Type (Family/Senior):	<b>Family (Special Needs)</b>
Profit/Non-profit:	<b>Non-Profit (non-profit ORI will serve as majority co-GP)</b>
Minimum Set-aside:	20/50 _____ 40/60 _____ Average Income <u>XXX</u>

**Property Description:**

Opportunity Place is a 24-unit accessible/adaptable apartment project to-be-built at 901 S. 3<sup>rd</sup> St. W. in Missoula, Montana. The site is owned by Opportunity Resources, Inc. (ORI) and currently houses ORI’s wood shop business. ORI partnered with Bouchee Development and Jenn Clary to redevelop the site for a higher and better social use. If not for an award of tax credits from MBOH, the mixed-use redevelopment of the site will not be able to move forward. With the allocation, the vision for the project can be realized. This project aligns with ORI’s global vision to provide access to employment and independent living opportunities in safe accessible housing for some of the most vulnerable members of our community. The City of Missoula and Missoula Redevelopment Agency as well the neighborhood stakeholders fully support this higher and better use for the site. If MBOH allocates credits to Opportunity Place, the existing wood shop buildings and equipment will be sold to a Missoula wood products company that will continue to operate the ORI wood shop business from a better-suited industrial site, preserving the current ORI client and staff wood shop jobs, and the site will be cleared by ORI to prepare for construction of the new improvements.

In place of the wood shop the three-story Opportunity Place will be constructed consisting of 24 total affordable units (nine 1-bdr units and fifteen 2-bdr units) serving residents at 40%, 50%, 60%, 70% and 80% AMI utilizing Income Averaging (60% AMI weighted average). The project is a multifamily project serving the greater Missoula community, although one-quarter (1/4) of the units will be constructed to enhanced ADA standards and reserved to house Missoula adults with developmental disabilities. ORI is the non-profit gold standard in Montana for housing and employing adults with developmental disabilities, and the inclusion of these special needs units at Opportunity Place will allow ORI to work with and support those tenants through its programming and other services. In addition, ORI will utilize the wood shop building and equipment sales proceeds to construct a new approx. 2,000 square foot commercial unit immediately adjacent to Opportunity Place fronting 3<sup>rd</sup> Street. This new commercial building will house ORI’s robust art program, thereby creating new jobs for ORI clients and staff, and opportunities to coordinate programming with local artists and schools.

This unique non-profit /for-profit model and mixed-use redevelopment plan will result in a one-of-a-kind affordable housing project – one that if funded by MBOH will (i) relocate a successful Missoula wood products business to a more appropriate site, (ii) ensure the existing wood shop buildings and equipment are re-used and stay out of the landfill, (iii) preserve the existing ORI wood shop client and staff jobs at a new site, (iv) remove low-grade environmental contamination from the site (lead and ACM) and recycle the existing building foundations, (v) construct 24-units of critical affordable housing for Missoula families and adults with developmental disabilities with attendant services and support for the special needs tenants, (vi) construct a new commercial building for ORI to operate its Artists of Opportunity Art program immediately adjacent, thereby creating a highly efficient and integrated mixed-use site in the core of Missoula to both house and employ ORI clients and staff, and (vii) create new ORI client and staff jobs at the new Artists of Opportunity arts center to be located immediately adjacent to Opportunity Place. MBOH operates within the Montana Department of Commerce as a recognition of the inter-relationship of housing and economic development in Montana. MBOH would be hard pressed to fund another project in Montana where affordable housing and economic development are so clearly linked and dependent.

**Anticipated Amenities and justification for need:**

Project amenities and enhanced ADA design will include; over the minimum IBC code requirements and over the minimum 5% Section 504 typical counts of full mobility accessible ADA units (built specifically to house adults with developmental disabilities some of which maneuver in heavy power operated wheelchairs), design for every unit at Opportunity Place to be fully adaptable in a unique design to easily modify every unit to a full mobility unit, an accessible elevator, large private patios and decks for each unit, courtyard green space with play area, open to the south and west for optimal sunlight and solar gain, energy star appliances – dishwashers-air conditioning-ceiling fans in living room, energy saving measures for - exterior lighting and water conservation measures- as well as meet the livability, functionality, durability, healthy interior environment, visitable requirements per the QAP requirements, in unit laundry, private storage for each unit, community space for on-site programming and services, off-street parking, and manager’s office. In addition, ORI will own and operate its new community arts center immediately adjacent to Opportunity Place. The Opportunity Place homes are placed amongst well-established surrounding neighborhood homes, and the area includes schools, bus stops, trail system, grocery stores, medical services and other businesses, and as a bonus the Missoula Paddleheads baseball stadium and riverfront are within a comfortable traversing distance.

While our LOI reflects a market rate permanent loan we would like to reserve the ability to apply for funding under the Coal Trust Multifamily Homes Program if available. This will result in approximately \$500,000 in additional permanent loan proceeds which in turn will allow us to enhance the building systems and amenities for the benefit of the residents and the community, as we have already worked to realistically develop our project construction budget with the design team and construction team at this level of conceptual design. Performing due diligence at this stage resulted in value-based choices that reduced our construction budget but with the CT funds we will add value to the building systems and amenities that will greatly benefit the residents.

Thank you in advance for your consideration of this Letter of Intent. If you have any questions please contact us at (406) 214-1618 or mike@boucheedevelopment.com.

Sincerely,



Mike Bouchee *President, Bouchee Development LLC*



Jenn Clary *Principal Architect, encompass design inc*

*Required Attachments:*

- Letter of Intent Property Information Spreadsheet
- Mini Market Study (full Market Studies will not be accepted)
- MBOH Mini Market Study Summary
- Letters of Support

## MARKET STUDY SUMMARY

<b>Market Study Company:</b>	Prior & Associates
<b>Project Name:</b>	Opportunity Place
<b>Project Market Area:</b>	City of Missoula

Is the project, as proposed, viable?

Average (comparable/achievable) market unit rents in immediate area and the percent the proposed project rents are below these rents.

	Market Rents	% Project Rents Below	
0 bedroom			
1 bedroom	N/A for Mini Study		
2 bedroom	N/A for Mini Study		
3 bedroom			
4 bedroom			Reference page: <input style="width: 50px;" type="text"/>
5 bedroom			

# of all New Units Needed:  Reference page:

# of units needed for the targeted AMI of the project:  Reference page:

Vacancy Rate:  Reference page:

Months to Lease-up:  Reference page:

Capture Rate:  Reference page:   
 (projected income eligible tenants who will move in next year/proposed units)

Absorption Rate:  Reference page:   
 (proposed units/existing LIH, market area units required)

Penetration Rate:  Reference page:   
 (existing LIH units/total eligible households)

Number of LI households that can afford rent of proposed project:  Reference page:

Distance (miles) to: (only fill this out at full market study)

miles to grocery store (convenience store does not count)

miles to medical services appropriate and available to all prospective tenants (e.g., hospital, doctor offices, etc.) and are one of the following:

A Project is located within 1½ miles of the specified amenity or essential service.

Public or contracted transportation (not including taxi or school bus service) is reasonably available to the specified amenity or service (i.e., the Project is located within ¼ mile of fixed bus stop or on a same day call basis) (or letter from provider committing to establish such service); or

Where applicable, the specified amenity or service is available via a no-charge delivery service to the Project Location (all distances must be as specified in the Project's market study).



## Missoula City Council

RECEIVED

APR 04 2024

MONTANA BOARD OF  
HOUSING

435 Ryman

Missoula, MT 59802

Phone: 406-552-6012

Web: [www.ci.missoula.mt.us/citycouncil/](http://www.ci.missoula.mt.us/citycouncil/)

Montana Board of Housing  
Montana Department of Commerce  
P.O. Box 200528  
Helena, MT 59620-0528

April 1, 2024

### **Re: Opportunity Place Housing Project in Missoula, Montana**

Dear Staff and Board Members:

As City Councilors for the City of Missoula, we are writing to share enthusiastic support for the proposed Opportunity Place project in Missoula.

Opportunity Place will contribute to Missoula's vibrant community, providing 24 new units for renters with incomes between 40-80 percent of Area Median Income. According to the 2023 National Low Income Housing Coalition's Out of Reach report, the housing wage in Missoula to afford a two-bedroom apartment is \$20.58. The average renter wage is \$13.40, further highlighting the gap in wages and available housing. Like most of Montana and the United States, the decade-long decline in housing production and the economic impacts from Covid-19, Missoula is experiencing an extremely tight housing market. With around one percent vacancy rate over the past year, a rise in rental prices and a prevalence of housing displacement due to property conversion; development of new units is a top priority for the city.

In addition to the new housing supply this project will contribute, the intentional design and development of Opportunity Place will include eight units



that meet accessibility requirements. Expanding supply of units that accommodate a wide range of accessibility needs aligns with community need. According to the American Community Survey, 12.8 percent of Missoulians identify as having a disability and 5.7% of people identify challenges with independent living. Opportunity Place will offer the benefits of Supportive Housing to tenants and will include on-site property management and staff from Opportunity Resources Inc.

In 2019 the City of Missoula adopted a city-wide housing policy, A Place to Call Home. The housing policy considers the landscape for tenants, the needs of new construction and preservation, as well as strategies for securing Low Income Housing Tax Credit funded projects in our region. The proposed project meets several goals in the strategy, including supporting tenants, partnering to create new housing and reducing barriers to creating new supply.

The City of Missoula believes that creating safe and healthy housing is a critical need for neighbors of all incomes. The Mayor's Strategic Plan emphasizes the City's action-oriented focus on health and safety as well as community design and livability which promotes designing spaces that promote equity. Opportunity Place Apartments will be located near services, including transit, trails, grocery and retail to meet basic needs. This connectivity to the built and natural environment promotes wellbeing and autonomy.

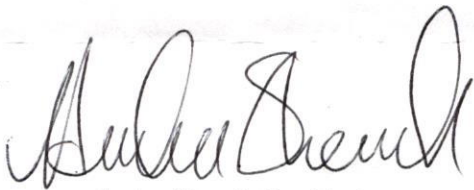
We are so grateful to Montana Housing and the Montana Board of Housing's ongoing partnership and support of Missoula's efforts to create housing that people of all incomes are proud to call home.

In conclusion, the Opportunity Place project will create an essential resource for 24 households with a blend of incomes below 80 percent of the Area Median Income and a range of accessibility needs. This comprises unit creation that promotes the health, safety and well-being of residents which aligns to city-wide housing and strategic goals. Respecting the dignity of Missoulians at all

levels of income is a centrally held belief and this project will further that. We appreciate the challenge of allocating finite resources and respectfully request your thoughtful consideration of the Opportunity Place application and our community goals when deciding where to allocate the essential Housing Tax Credits.

Sincerely,

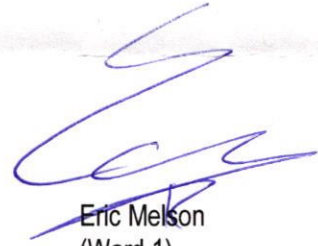
Missoula City Council



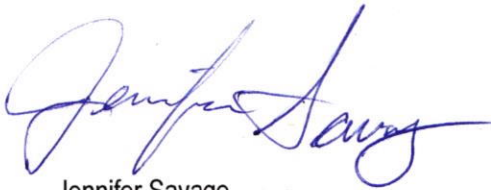
Amber Sherrill, President  
(Ward 4)



Mirtha Becerra, Vice President  
(Ward 2)



Eric Melson  
(Ward 1)



Jennifer Savage  
(Ward 1)



Sierra Farmer  
(Ward 2)



Gwen Jones  
(Ward 3)



Daniel Carlino  
(Ward 3)



Mike Nugent  
(Ward 4)



Stacie Anderson  
(Ward 5)



Bob Campbell  
(Ward 5)



Kristen Jordan  
(Ward 6)



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**COMMUNITY PLANNING, DEVELOPMENT & INNOVATION**

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Community Development Division

435 RYMAN | MISSOULA, MT 59802-4297 | 406.552.6630 | FAX 406.552.6053

March 28, 2024

TO: Montana Board of Housing  
Montana Department of Commerce  
PO Box 200528  
Helena, MT 59620-0528

CC: Bouchee Development LLC  
Opportunity Resources Inc.

**RE: Letter of Support for “Opportunity Place”**

Dear Housing Advocates,

I am writing to express my support for Bouchee Development and their proposed project titled “Opportunity Place” that is expected to build 24-units of new affordable workforce housing and commercial space in the heart of the City of Missoula. The property is located at 901 South 3rd Street West and owned by Opportunity Resources Inc. (ORI).

In 2017 and 2018, the City of Missoula Brownfields Program completed Phase I and Phase II Environmental Site Assessments for the subject property which indicated minor cleanup was warranted. In 2023, an Analysis of Brownfields Cleanup Alternatives was completed which selected a cleanup remedy that included the remediation of a small section of lead contaminated surface soil and the abatement of a small amount of asbestos containing building material for an estimated cost of \$10,950.

The Brownfields Program has already invested \$13,000 in site cleanup planning and has set aside an additional \$35,000 in grant pass-through funding to assist ORI with soil remediation, asbestos abatement, and compliance with federal regulations. Should you have any questions, please feel free to contact me.

Sincerely,

**Tyler J. Walls** | he/him | Brownfields Program Specialist  
Community Planning, Development, and Innovation  
City of Missoula | 406-552-6108 | [wallst@ci.missoula.mt.us](mailto:wallst@ci.missoula.mt.us)  
435 Ryman St, Missoula, MT 59802

*“The Brownfields Program works to protect human health and the environment by facilitating the redevelopment or reuse of properties which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.”*



Hello Staff and Board Members,

I live two blocks from the proposed Opportunity Place project in Missoula and would like to share my vote of confidence.

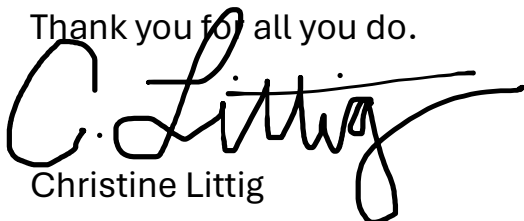
As the previous chair of the Riverfront Neighborhood Council in Missoula I introduced this project to the neighborhood last year. 125+/- community members were excited about this project's potential contributions to an extremely tight, and not necessarily inclusive, housing market. Here is what we recorded in our meeting notes from March of 2023:

“The team received questions about what is eligible to live here and plans to ensure the building is energy efficient. The proposal was well-supported by those in attendance, with it being described by one attendee in her remarks as a “great” idea.”

Safe, healthy, and affordable housing is difficult to come by in our community. Safe, healthy, and affordable homes centrally located are even more difficult. The team has put together a quality project to replace an underutilized and outdated block in our neighborhood. The project is also in alignment with Missoula's growth goals and the Mayor's Strategic Plan that promotes designing spaces that promote equity. It is near grocery stores, trails, parks, and the public library, with public transportation easily accessible.

I imagine your job is difficult. I will close by saying this project focuses on our most vulnerable residents. I am proud of their housing intentions, the way in which they will be supporting continued jobs and community amongst their clients and am excited to see main floor activity the neighborhood can enjoy and be proud of. Please pause an extra moment and consider Opportunity Place for all it is going to offer Missoulians.

Thank you for all you do.



Christine Littig

Former leader and chair of the Riverfront Neighborhood Leadership Team and immediate neighbor of Opportunity Place



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## MISSOULA COMMUNITY PLANNING, DEVELOPMENT AND INNOVATION

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435 RYMAN | MISSOULA, MT 59802-4297 | 406.552.6630 | FAX 406.552.6053

Montana Board of Housing  
Montana Department of Commerce  
P.O. Box 200528  
Helena, MT 59620-0528

Tuesday, April 2, 2024

Re: Opportunity Place Housing Project in Missoula, Montana

Dear Staff and Board Members:

I am writing to express the City of Missoula Community Planning, Development & Innovation's (CPDI) ardent backing for the proposed Opportunity Place project in Missoula.

The 24 new apartment homes that Opportunity Place will create will meaningfully impact renters with incomes between 40-80% of Area Median Income. CPDI happily partners with industry professionals that share the goal of building a housing market that all Missoulians can afford. In the last ten years, area median incomes have increased 59% whereas housing costs have increased 158% in the same time period. Developing housing that is targeted to meet the needs of people with incomes below 80% AMI is key to ensuring that a wide range of housing needs are addressed.

In 2019 the City of Missoula adopted a city-wide housing policy, A Place to Call Home. The housing policy considers the landscape for tenants, the needs of new construction and preservation, as well as strategies for securing Low Income Housing Tax Credit funded projects in our region. The proposed project meets several goals in the strategy including, leveraging and using innovative financing, supporting tenants, partnering to create new housing and reducing barriers to creating new supply.

The City of Missoula uses three decision making lenses to guide implementation of its strategic goals. The Opportunity Place project embraces all three lenses, Housing, Climate & Resilience and Equity. This housing development will utilize adaptive reuse, Brownfields funding to clean-up lead contaminated soils and deconstruction methods to minimize impact to the environment and maximize health and safety for future tenants. As previously stated, the addition of 24 apartment homes for people earning below 80% of AMI will be a meaningful addition to the market. Data compiled for the City Growth Policy Update highlights that 22% of households that are cost burdened earn between 50-80% AMI.

We are so grateful to Montana Housing and the Montana Board of Housing's ongoing partnership and support of Missoula's efforts to create housing that people of all incomes are proud to call home.

In conclusion, the Opportunity Place project will create an essential resource for 24 households with a blend of incomes below 80 percent of the Area Median Income and a range of accessibility needs. We are proud to support this project as we know it will directly benefit residents of Missoula. We appreciate the challenge of allocating finite resources and respectfully request your thoughtful consideration of the

Opportunity Place application and our community goals when deciding where to allocate the essential Housing Tax Credits.

Sincerely,

A handwritten signature in blue ink that reads "Eran Pehan". The signature is written in a cursive, flowing style.

Eran Pehan  
Director, Community Planning, Development & Innovation, City of Missoula

cc: Mike Bouchee, Bouchee Development; Jenn Clary, Encompass Design

GREG GIANFORTE  
GOVERNOR



DEPARTMENT OF  
**PUBLIC HEALTH &  
HUMAN SERVICES**

CHARLIE BRERETON  
DIRECTOR

April 4th, 2024

Montana Board of Housing  
Montana Department of Commerce  
P.O Box 200528  
Helena, MT 59620-0528

Re: Letter of Support for Opportunity Place

Hello,

Please accept this letter of support for the Opportunity Place project in Missoula, MT. Opportunity Resources, Inc. is the largest Developmental Disabilities Program (DDP) provider, serving approximately 300 adults with developmental disabilities across the state, but primarily in the Missoula community. Access to residential services for individuals with intellectual and developmental disabilities is a well-known challenge in the DD system in our state. This problem is impacted by both a lack of affordable housing as well as a lack of direct support staff who provide critical support services.

The innovative approach to affordable housing that is being taken with this project aims to solve multiple challenges through one project. It provides affordable housing options for both clients of ORI, as well as the much-needed direct support staff. It also offers individuals with intellectual and developmental disabilities an opportunity to live in a more integrated living environment than a typical DD group home affords. The emphasis on enhanced ADA accessibility is another aspect of the project that I find particularly exciting.

If funded, I believe more communities across Montana will be interested in replicating this project as an innovative solution to both affordable housing for individuals with developmental disabilities as well as the direct support work force.

Sincerely,

A handwritten signature in black ink, appearing to read "L. Carter".

Lindsey Carter  
Bureau Chief, DDP



March 29, 2024

Montana Board of Housing  
Montana Department of Commerce  
PO Box 200528  
Helena, MT 59620-0528

Dear Honorable Board Members:

On behalf of the City of Missoula, I am pleased to submit this letter of support for Opportunity Place. Missoula suffers from a critical shortage of affordable housing units, in particular units providing workforce housing and supportive housing for special needs tenants. The proposed Opportunity Place will have a significant impact filling that need with 24 new units ranging from 40% AMI to 80% AMI, including units dedicated to housing Missoula adults with developmental disabilities. Opportunity Resources, Inc. (ORI) in Missoula is the non-profit gold standard in Montana for employing and housing adults with disabilities. Opportunity Place is the result of a unique partnership combining ORI's cutting edge programming with some of the area's most experienced affordable housing developers and designers, and it helps Missoula achieve its housing goals as detailed in A Place to Call Home – Missoula's housing strategy.

Not only will Opportunity Place provide much-needed multi-family, workforce and special needs units, but an allocation of 9% tax credits will also unlock a multitude of related economic and other benefits of interest to MBOH and the Department of Commerce. If MBOH allocates credits to build Opportunity Place, ORI can move forward with its plan to sell its existing wood shop business currently located on the site to another Missoula-based wood products company thereby preserving the business and saving the ORI client and staff wood shop jobs. Once the site is cleaned and cleared, ORI will construct a new commercial storefront on 3<sup>rd</sup> Street to house its cutting-edge client art program, thereby creating new jobs for ORI clients and staff, while immediately adjacent, the new Opportunity Place will be constructed.

While undoubtedly all of the LOIs under consideration provide for important housing for their respective communities, the Opportunity Place project will create vital housing for some of Missoula's most vulnerable residents while also producing a myriad of other unique benefits – redeveloping an important property to a higher and better use, environmental cleanup of the site, the preservation of an existing Missoula business and its jobs, the creation of a new Missoula business and the creation of new jobs for ORI clients and others in the community. The Opportunity Place project is unique in so many ways, and checks so many boxes, that we respectfully urge MBOH to help Missoula to unlock all the benefits associated with this project

and to allocate 9% tax credits to Opportunity Place. And with two 9% allocations to Missoula projects in the last nine LIHTC cycles, it is reasonable and equitable for MBOH to award credits this year to Opportunity Place for the benefit of the Missoula community.

Thank you for all you do to create and enhance housing across Montana and thank you in advance for your consideration of Opportunity Place.

Sincerely,

A handwritten signature in cursive script that reads "Andrea Davis". The signature is written in black ink and is positioned above the printed name and title.

Andrea Davis  
Mayor





April 4, 2024

Montana Board of Housing  
Montana Department of Commerce  
PO Box 200528  
Helena, MT 59620-0528

To Whom It May Concern:

On behalf of the Missoula Redevelopment Agency (MRA), I am very pleased to submit this letter in support of the request submitted by Mike Bouchee of Bouchee Development and Jenn Clary of Encompass Design to allocate nine percent (9%) Low-Income Housing Tax Credits (LIHTCs) for the **Opportunity Place** development proposed at 901 S 3<sup>rd</sup> St W in Missoula, MT.

The proposed development site is located in an Urban Renewal District and the developers are eligible to apply for tax increment financing (TIF) assistance to remove the existing buildings, relocate utilities, and construct sidewalks and other amenities in the public right-of-way. In addition to the traditional use of TIF funding for infrastructure, this project is eligible for the use of TIF funds under the MRA's new Workforce Housing Program. In the 2021 session of the Montana Legislature, workforce housing was added to the definition of infrastructure in 7-15-4283(4), making it eligible for "bricks and mortar" funding through the use of TIF. We believe that Missoula is the first city in the state to create a program under the new definition allowing the use of these funds to address the growing housing crisis in Montana. Combining TIF assistance with 9% LIHTCs creates a powerful tool which can make the project affordable and successful. MRA staff has been working with the developers of this project for well over a year and is poised to support an application for TIF funding if the 9% LIHTC application is successful, making this the first project in the State to combine these two funding sources.

**Opportunity Place** would replace a warehouse building with 24 new units of greatly needed income-restricted housing in a residential area that is near services and well served by transit and a multi-use trail. Providing a mix of one and two-bedroom units, some with enhanced amenities for adults with developmental disabilities, will allow the project to qualify as a supportive housing project in a convenient location. The new commercial facility to be operated by Opportunity Resources (ORI) adjacent to the new housing could potentially provide employment for some of the new tenants. This is the type of infill development that Missoula needs and MRA strongly supports.

We are also delighted that Mike and Jenn have been working with Opportunity Resources to find a new owner for the existing wood shop, keeping it in business, relocating it to a more appropriate location, and continuing to provide jobs. We applaud their proposal to relocate the existing building and equipment, keeping it out of the landfill and in productive use.

**Opportunity Place** would be a win-win-win development for the Missoula community and the State of Montana by creating a model which combines the use of Tax Credits and TIF funds for the vertical construction of income qualified housing. I encourage you to support the LIHTC request.

Please feel free to contact me at [buchanane@ci.missoula.mt.us](mailto:buchanane@ci.missoula.mt.us) or (406) 552-6156 if you have any questions or need additional information about MRA's support for this application.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ellen Buchanan", with a long horizontal flourish extending to the right.

Ellen Buchanan  
Director



RECEIVED

APR 24 2024

April 17<sup>th</sup>, 2024

To Whom It May Concern,

MONTANA DEPARTMENT OF  
HOUSING

We are writing to express our enthusiastic support for the Opportunity Project in the Riverfront Neighborhood of Missoula. As residents of this vibrant community, we have witnessed firsthand the positive impact that projects like this one can have on individuals and families striving to achieve their full potential.

The Opportunity Project's commitment to providing housing, resources, support, and opportunities for individuals facing economic and physical challenges is commendable. Stable housing created by this project offers empowerment opportunities for people to overcome barriers and build brighter futures for themselves and their families.

We believe that investing in programs like the Opportunity Project is essential for creating a more equitable and inclusive neighborhood, and a better Missoula. By helping individuals access the housing support they need, systemic barriers will begin to break down and pathways for prosperity begin.

Furthermore, the Opportunity Project plays a crucial role in fostering collaboration and partnership among local organizations, businesses, government, and the neighborhood. By working together, we can leverage our collective resources and expertise to address the root causes of poverty and inequality. Let's create lasting change.

In conclusion, we urge you to support the Opportunity Project in our neighborhood where we can build a stronger, more resilient community. Everyone deserves the opportunity to thrive.

Thank you for your dedication to making a positive difference in the lives of others.

Sincerely, and on behalf of the Missoula Riverfront Neighborhood Leadership Team,

Eva Dunn Froebig  
Tristan Hester  
William Warren

Jonathan Qualben  
Daniel Gundlach

Deb Bonk  
Christine Littig

## Letter of Intent Narrative

Dear Board of Housing:

We respectfully submit this “Letter of Intent” for Hidden Creek Apartments (the Project), a new construction project consisting of 166 apartments of affordable housing in Bozeman, Montana.

Name: Hidden Creek Apartments  
 City: Bozeman  
 County: Gallatin  
 Developer/General Partner: United Housing Partners LLC/HRDC  
 Project Type: Family  
 Set-aside: Non-Profit

**Project Description:**

United Housing Partners LLC (UHP), in partnership with the Human Resource Development Council of District IX Inc (HRDC), proposes to construct 166 new, permanently affordable apartments on 5.06 undeveloped acres located at 1221 Durston Road, Bozeman, MT. UHP is headquartered in Missoula, Montana. As UHP’s principal and lead developer, Tyson O’Connell has thirteen years of experience developing affordable housing throughout the country and is currently developing a twinned 4% / 9% project in Helena (Twin Creek Apartments) which has served as a financial model for funding Hidden Creek.

The Project is a twinned 4% / 9% Low Income Housing Tax Credits (LIHTC) project that will serve a wide range of residents through income averaging (IA), with the following unit mix across the two projects:

Project & Unit Mix Summary							
	Bedrooms	Baths	Sqft	30% Units	60% Units	70% units	Total Units
9% Project	1 Bedroom	1	610	0	21	0	21
9% Project	2 Bedroom	1	735	0	0	0	0
9% Project	3 Bedroom	2	1,100	0	0	0	0
<b>TOTAL 9% Project</b>		<b>21</b>	<b>12810</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>21</b>
	Bedrooms	Baths	Sqft	30% Units	60% Units	70% units	Total Units
4% Project	1 Bedroom	1	610	5	31	15	51
4% Project	2 Bedroom	1	735	13	30	39	82
4% Project	3 Bedroom	2	1,100	12	0	0	12
<b>TOTAL 4% Project</b>		<b>157</b>	<b>104,580</b>	<b>30</b>	<b>61</b>	<b>54</b>	<b>145</b>
<b>TOTAL All Buildings</b>		<b>178</b>	<b>117390</b>	<b>30</b>	<b>82</b>	<b>54</b>	<b>166</b>

Unit Mix by Bedroom & 30% AMI Analysis For Entire Project						
Bedrooms	Units	% Total	30% units	50% Units	60% units	70% units
1 Bedroom	72	43%	5	0	52	15
2 Bedroom	82	49%	13	0	30	39
3 Bedroom	12	7%	12	0	0	0
<b>Total</b>	<b>166</b>	<b>100%</b>	<b>30</b>	<b>0</b>	<b>82</b>	<b>54</b>

The site is ideal for affordable housing. The tract is zoned R-4 for high density residential development, located in a desirable neighborhood, overlooking the two-acre Oak Meadows Park to the north. This is a highly walkable neighborhood close to downtown, shopping, commerce, and restaurants. Bozeman High School is a block away and there is undeveloped open space bordering the property to the east. Hidden Creek is within close proximity to various amenities such as the Town & Country Foods (1 mile), Bozeman Community Food Co-Op (1 mile), Bozeman Clinic (1.4 miles), and B2 Urgent Care Main Street (1.4 miles). The land will be donated by Gallatin County and all housing will be permanently restricted for affordability.

**Financial Plan and Tax Credit Calculations:**

Hidden Creek will be financed and managed as two distinct projects, utilizing multiple financing sources in the two capital stacks. The goal of twinning the projects and layering the various funding sources is to leverage the

greatest impact of a single \$6,500,000 9% award into meeting the Board's goals of funding the deepest targeted incomes, for the longest term of affordability, in the communities that need it most. Hidden Creek will have 30 units set aside to serve residents at or below 30% area median income (AMI) and because the land is being donated by the County, all 166 LIHTC units will have a covenant of permanent affordability.

The Project will also create eight for sale community land trust (CLT) homes and a 4,500 square foot daycare that will be retained and operated by Gallatin County. Both Gallatin County and the City of Bozeman are firmly invested in this development with the County not only donating the land but also contributing \$2,450,000 in ARPA funds and the City committed to \$2,000,000 of Gallatin Housing Impact funds. The time to build Hidden Creek is now, as the ARPA funds must be allocated in 2024 and spent by the end of 2026, and the City's contribution is contingent on the project receiving a 9% LIHTC award in 2024.

### **Anticipated Amenities and Justification for Need:**

Gallatin County has an acute demand for affordable housing. Bozeman is one of the fastest growing micropolitan cities in the United States. The city grew 5 times faster than the national average in 2022 and is forecasted to grow 8 times faster than the national average over the next 5 years<sup>1</sup>. As of July 2023, the average apartment rent in Bozeman was \$2,324, an 8.8 percent year over year change. Meanwhile, the median renter household income is only \$43,821<sup>2</sup>. Over that same span of time, the median cost of a home (according to MLS data) has ballooned from \$359,500 (2016) to \$947,000 to end 2023. For most Bozeman residents, homeownership simply isn't an option in this environment. Bozeman's future must include more affordable rental options.

When real estate becomes more expensive and demand grows, those with the lowest incomes face the greatest shortage of affordable housing options. Extremely low-income renters are the most affected by housing challenges in Gallatin County. HRDC, which runs the Warming Center, found the rate of homelessness has increased by over 60 percent over the last three years, and the number of people seeking out the shelter has increased by almost 50 percent<sup>3</sup>. These are real people. The shelter averages 89 people served per night, and often serves closer to 120 at a time. The U.S. Government Accountability Office found a \$100 increase in median rent was associated with a 9% increase in the estimated homelessness rate<sup>4</sup>.

Hidden Creek Apartments will be designed with internal hallways, incorporate minimal irrigation landscaping and include a fitness center, leasing office, decks, private storage, and green space. All homes will include energy efficient appliances, low flow toilets, LED lighting, in-unit washers/dryers, air conditioning. A limited number of reserved carport spaces are also included in the site plan.

UHP, HRDC, and Gallatin County have been working on the structure, design, and planning at Hidden Creek for more than two years and have worked tirelessly to bring a project before the Board that stands as a beacon of innovative urban development, demonstrating the power of collaboration and strategic financial management. By combining the full array of funding streams, engaging local resources, and maximizing the investment of stakeholders, the project not only addresses the immediate need for affordable housing but should serve as model for developing affordable housing on surplus and under-utilized public land within Montana's fastest growing cities. Most importantly, this project will demonstrate clear alignment with the priorities and goals of Gallatin County, the City of Bozeman, and Montana Housing.

Sincerely,



Tyson O'Connell  
United Housing Partners

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<sup>1</sup> [Bozeman tops 50,000 people; Gallatin County leads Montana in population growth | State | bozemandailychronicle.com](https://www.bozemandailychronicle.com/news/bozeman-tops-50-000-people-gallatin-county-leads-montana-in-population-growth/)

<sup>2</sup> [Average rent in Bozeman | Rental Housing Market 2024 — Point2 \(point2homes.com\)](https://www.point2homes.com/insights/rental-housing-market/average-rent-in-bozeman/)

<sup>3</sup> [Warming Center | HRDC \(galaxydigital.com\)](https://www.galaxydigital.com/hrdc/warming-center/)

<sup>4</sup> [What Rising Rents and Inflation Mean for Homelessness - Giving Compass](https://www.givingcompass.com/insights/what-rising-rents-and-inflation-mean-for-homelessness/)

## MARKET STUDY SUMMARY

<b>Market Study Company:</b>	Prior & Associates
<b>Project Name:</b>	Hidden Creek Apartments
<b>Project Market Area:</b>	Bozeman, MT

Is the project, as proposed, viable?

Average (comparable/achievable) market unit rents in immediate area and the percent the proposed project rents are below these rents.

	Market Rents	% Project Rents Below	
0 bedroom			
1 bedroom	N/A for Mini Study		
2 bedroom	N/A for Mini Study		
3 bedroom	N/A for Mini Study		
4 bedroom			Reference page: <input style="width: 50px;" type="text"/>
5 bedroom			

# of all New Units Needed:  Reference page:

# of units needed for the targeted AMI of the project:  Reference page:

Vacancy Rate:  Reference page:

Months to Lease-up:  Reference page:

Capture Rate:  Reference page:   
 (projected income eligible tenants who will move in next year/proposed units)

Absorption Rate:  Reference page:   
 (proposed units/existing LIH, market area units required)

Penetration Rate:  Reference page:   
 (existing LIH units/total eligible households)

Number of LI households that can afford rent of proposed project:  Reference page:

Distance (miles) to: (only fill this out at full market study)

miles to grocery store (convenience store does not count)

miles to medical services appropriate and available to all prospective tenants (e.g., hospital, doctor offices, etc.) and are one of the following:

A Project is located within 1½ miles of the specified amenity or essential service.

Public or contracted transportation (not including taxi or school bus service) is reasonably available to the specified amenity or service (i.e., the Project is located within ¼ mile of fixed bus stop or on a same day call basis) (or letter from provider committing to establish such service); or

Where applicable, the specified amenity or service is available via a no-charge delivery service to the Project Location (all distances must be as specified in the Project's market study).



April 23, 2024

Chairman Bruce Posey  
Montana Board of Housing  
PO Box 200528  
Helena, MT 59620-0528

Dear Chairman Posey:


I write to express the Bozeman City Commission's enthusiastic support for the Hidden Creek LIHTC project's application for 9% tax credits. The Commission has \$2 million remaining in our affordable housing fund for this fiscal year and we are prepared to dedicate the entirety of these remaining funds to this project if it receives its requested allocation of tax credits.

The Hidden Creek project represents the best of community collaboration. In addition to the City of Bozeman's pledge of \$2 million, Gallatin County is committing \$2.5 million in expiring American Rescue Plan Act (ARPA) funds to support the required public infrastructure for the project. These City and County funds are only available at this time as the ARPA funds must be returned and the City's fiscal year ends June 30, 2024. In addition, Gallatin County is donating the land for the project. This application is poised to benefit from one-time local funds and local governments that are working together for the benefit of their community.

Gallatin County is in dire need of long-term affordable housing units. A recent market study by land use economists at Economic and Planning Systems (EPS) showed that of the 16,600 renter households in Gallatin County, 7,451 households were at or below 60% of the area median income (AMI), or 45 percent of all renter households. The current supply of 1517 LIHTC units in Gallatin County only meets the need of 20.4% of renting households that could qualify, which suggests that the vast majority of renting households are cost burdened. The units supplied by the Hidden Creek project would be quickly absorbed into our market.

The Hidden Creek project and the use of 9% credits also allows for numerous units that are affordable at 50% of AMI. Due to the area's high AMI, we are unable to deploy a sizeable number of Housing Choice Vouchers due to the lack of qualifying units. This project will provide units needed to use these important resources for housing our community's most vulnerable citizens.

Respectfully,

  
Terry Cunningham  
Mayor



**Letter of Intent Narrative**

April 8, 2024

Montana Board of Housing  
PO Box 200528  
Helena, MT 59620-0528

RE: HC-LOI (Housing Credit - Letter of Intent)

Dear Board of Montana Housing:

The property being submitted is as follows:

<b>Property Name:</b>	Polson Gardens
<b>City:</b>	Polson
<b>County:</b>	Lake County
<b>Developer:</b>	Housing Solutions, LLC
<b>Developer Contact Info:</b>	Alex Burkhalter   406-203-1558   alex@housing-solutions.org
<b>General Partner Owner:</b>	HS Polson Gardens, LLC
<b>Management Company:</b>	Infinity Management and Investments, LLC
<b>HC Consultant:</b>	Not applicable
<b>Property Type (Family/Senior):</b>	Senior / New Construction
<b>Profit/Non-profit:</b>	Profit
<b>Minimum Set-aside:</b>	40/60

Some board members may recall this proposal being brought before the board twice before, both in 2021 and last year’s LOI round. With a new funding round on the horizon, we remain convinced that Polson needs new affordable senior homes. Similar to previous submissions, Polson Gardens will bring five single story four-plex buildings for seniors (age 55+) to Polson. There would be a total of 10 two-bedroom homes and 10 one-bedroom homes. We chose the four-plex development style because we felt it offers something unique for a senior proposal and better fits in the surrounding single family neighborhood. *We want to note that though we have proposed 20 homes for this development, were additional Coal Trust Multifamily Homes Program money to become available, we anticipate that we could support an additional four homes through the addition of one more four-plex building.* While the Coal Trust program requires the payment of property taxes, the low interest rate on the Coal Trust loan more than offsets the tax burden and is what makes these additional homes possible.

As in past years, the City of Polson fully supports this project and has expressed its willingness to put its resources behind the project through as much as \$160,000 in TIF funding. This type of local buy in better leverages the tax credit dollars. We also expect to receive support from the Confederated Salish & Kootenai Tribes for this proposal as Polson Gardens will also benefit members of the S&K community.

Some of the challenges Polson faces in creating new affordable housing comes from its proximity to Flathead Lake. Local builders and tradesmen have work booked out for months, and sometimes years, with out of state clients building vacation or seasonal homes in the area. For those projects, budgets and costs are no obstacle, so there is little to no capacity left for entry level or rental homes to be brought to market. It’s exactly due to



some of these factors that the Polson Growth Policy 2016 (the most recent growth policy) on page 24 notes the cost burden for renters in the area. More specifically, page 85 of the growth policy mentions the goal of encouraging development of additional housing units for low-income, rental and elderly populations which is the exact type of housing Polson Gardens would bring to the community.

Adding to the above issues is the fact that Polson has not received a senior tax credit award for over 20 years. The last senior award in Polson was Sunnyslope Vista in 2002<sup>1</sup>.

The site itself is in a great location on Hillcrest/Seventh Ave. E. near downtown Polson and adjacent to the walking trail. The local Super 1 Foods, Healthcare Plus Pharmacy, Glacier Bank and other amenities are within walking distance for residents. The heart of downtown Polson is also less than a mile away with the senior center being well under a mile and within walking distance as well.

The mini market study shows that there are 337 eligible senior households in the primary market area yielding a very low 6.0% penetration rate (Mini MS - Pages 7, 8). These 337 eligible households translate to a new unit demand for 111 new senior homes needed in the primary market area today (Mini MS - Page 7). Furthermore, the need for senior homes in the community is projected to remain strong over the next two years with the senior (age 55+) age group projected to account for 61% of the households in the primary market area in 2026 (Mini MS - Page 5). Historically, the senior age group has also accounted for much of the growth in the primary market area with the 65-74 age range showing 4.2% population growth from 2010-2024 relative to the average annual growth rate for the general population of 1.9% during the same period (Mini MS - Page 4). These trends reflect the expected addition of 90 new senior households annually to the primary market area through 2029 (Mini MS – Page 5).

Polson Gardens itself will include an on-site manager, community room, covered outdoor seating and community gardens. These spaces are both cost efficient to build and well-loved at our other senior properties. They provide a sense of community for the residents and are a critical part of our senior communities.

The size of each home at 649 SF for a one bedroom and 920 SF for a two bedroom will be slightly larger than our typical senior home which is another benefit of the four plex style. The in-home amenities will be similar to our other senior proposals. The individual homes will include all standard appliances including a double sink with garbage disposal, dishwasher, microwave, and in unit washer and dryer. The bathrooms will have a mix of tubs and showers. Monthly rent will *include all utilities* with rates ranging from \$630-\$895 for a one-bedroom home and \$755-\$995 for a two-bedroom home.

The same longstanding development team is prepared to develop this project. Alex Burkhalter of Housing Solutions, LLC has over 20 years of experience developing with Housing Tax Credits in Montana. The Construction Team also has over 20 years of experience with Housing Tax Credit properties. The property will be managed by Infinity Management and Investment LLC, a professional management firm with over 30 years of experience managing all types of affordable housing, including Housing Tax Credit properties.

The development team is positioned to take the project from housing tax credit award to serving seniors in Polson throughout the compliance period. As always, we are aware of how difficult it is to make these decisions and we would urge you to carefully consider this project. Please don't hesitate to reach out with any questions about Polson Gardens.

Sincerely,



Alex Burkhalter

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<sup>1</sup> All references to past awards taken from MBOH Current List of Tax Credit Properties Excel file [https://housing.mt.gov/\\_shared/Multifamily/docs/websiteproplst.xlsx](https://housing.mt.gov/_shared/Multifamily/docs/websiteproplst.xlsx) (accessed 4/5/24)

## MARKET STUDY SUMMARY

<b>Market Study Company:</b>	Prior & Associates
<b>Project Name:</b>	Polson Gardens
<b>Project Market Area:</b>	Lake County

Is the project, as proposed, viable?

Average (comparable/achievable) market unit rents in immediate area and the percent the proposed project rents are below these rents.

	Market Rents	% Project Rents Below	
0 bedroom			
1 bedroom	N/A for Mini Study		
2 bedroom	N/A for Mini Study		
3 bedroom			
4 bedroom			Reference page: <input style="width: 50px;" type="text"/>
5 bedroom			

# of all New Units Needed:  Reference page:

# of units needed for the targeted AMI of the project:  Reference page:

Vacancy Rate:  Reference page:

Months to Lease-up:  Reference page:

Capture Rate:  Reference page:   
 (projected income eligible tenants who will move in next year/proposed units)

Absorption Rate:  Reference page:   
 (proposed units/existing LIH, market area units required)

Penetration Rate:  Reference page:   
 (existing LIH units/total eligible households)

Number of LI households that can afford rent of proposed project:  Reference page:

Distance (miles) to: (only fill this out at full market study)

miles to grocery store (convenience store does not count)

miles to medical services appropriate and available to all prospective tenants (e.g., hospital, doctor offices, etc.) and are one of the following:

A Project is located within 1½ miles of the specified amenity or essential service.

Public or contracted transportation (not including taxi or school bus service) is reasonably available to the specified amenity or service (i.e., the Project is located within ¼ mile of fixed bus stop or on a same day call basis) (or letter from provider committing to establish such service); or

Where applicable, the specified amenity or service is available via a no-charge delivery service to the Project Location (all distances must be as specified in the Project's market study).



# The Housing Company

Brought to you by Idaho Housing and Finance Association

## Letter of Intent Narrative

April 3, 2024

Montana Board of Housing  
PO Box 200528  
Helena, MT 59620-0528

RE: HC-LOI (Housing Credit – Letter of Intent)- Dillon

Dear Board of Montana Housing:

This letter with attachments meets the requirements of the Qualified Allocation Plan as it relates to submission of a “Letter of Intent” and if invited will be eligible to submit a full application.

The project is being submitted is as follows:

Project Name:	The Homestead
City:	Dillon
County:	Beaverhead
Developer:	The Housing Company, an Idaho nonprofit corporation
General Partner:	TBD
Property Management Company:	The Housing Company, an Idaho nonprofit corporation
Set-aside Small/Rural:	Rural
Set-aside Profit/Non-profit:	Non-profit
HC Requested:	\$6,500,000
Project Type:	Senior
Construction Type:	New
Minimum Set-aside:	40/60
Projected Construction Start:	April 2025
Projected Completion:	March 2026



P.O. Box 6943, (565 W. Myrtle, Suite 250), Boise, ID 83707-0943 • 208.331.4890 or 800.361.5181 • Fax 208.331.4806

[thehousingcompany.org](http://thehousingcompany.org)



Brought to you by Idaho Housing and Finance Association

**Property Description:**

The Housing Company, an Idaho non-profit 501(c)(3) organization, proposes to construct 20 new units of affordable housing in Dillon for the senior population. The lack of affordable housing is a crisis both state and nationwide, particularly in the case of our seniors. The project will help address the housing affordability and accessibility challenges the senior population faces. The proposed site is currently a vacant 2.46 acre lot adjacent to Pioneer Meadows Apartments, a family LIHTC project, developed in Dillon by The Housing Company several years ago. The site under contract is off of Harrington Ave, between Vine and N Walnut Street. The project will serve individuals 55+ in the 30%, 50% and 60% AMI range. The Housing Company will engage the local Senior Center and Action, Inc. to provide supportive services to the residents.

The Housing Company was created in 1990 with the mission to address the affordable housing shortage in under-served areas. Since inception, The Housing Company has developed 1,150 units and 23 communities throughout Idaho and Montana.

The project site is located within proximity to most goods and services, including an eye doctor, dentists, bank, retail shopping and restaurants. Directly across from the site is a Safeway grocery store that includes a pharmacy. The senior center and the heart of downtown is one mile away. Dillon is the county seat for Beaverhead County. The addition of new housing dedicated to the seniors will allow the senior population to remain in their community and live independently. The project site is already zoned for the proposed use and has full city support.

**Anticipated Amenities:**

The Homestead features spacious one bedroom apartment homes that will have covered front and back patios. There will be two, single level, ten-unit buildings with ample parking. Each unit will have direct entry rather than corridor entry. There will be several site amenities such as a dog park, community garden and covered community patio area. The community building will have generous space for a library and other activities such as crafting, games and puzzles. The community building will include onsite laundry facilities in addition to in-unit washer/dryer hookups. There will be onsite property management and site connections that will allow access to Pioneer Meadow's leasing office, playground and clubhouse. The site layout promotes both independent living and a strong sense of community through the interactive features of the dog park and community garden. The project will meet all of the green standard requirements.

**Justification for need:**

In Dillon and Beaverhead County the 55+ household and population increased significantly more than the total population. In Dillon between 2020 and 2023, the number of households 55 and over increased by 61 households. In contrast, the total overall households increased by 10. In Beaverhead County the 55+ age group increase was 99 households. The data supports that the growth in both population and households is significantly higher for the senior demographic. This is true for both the city of Dillon and Beaverhead County.

The Housing Company is a non-profit corporation whose sole mission is affordable housing and keeping it affordable in perpetuity. The development team intends to commit staff and resources to this project from inception through completion and maintain ownership and affordability indefinitely. We ask that you consider supporting this much needed project.

Sincerely,  
*Tiffany Hapney*  
Tiffany Hapney  
Development Manager

P.O. Box 6943, (565 W. Myrtle, Suite 250), Boise, ID 83707-0943 • 208.331.4890 or 800.361.5181 • Fax 208.331.4806

[thehousingcompany.org](http://thehousingcompany.org)

## MARKET STUDY SUMMARY

<b>Market Study Company:</b>	Danter & Associates
<b>Project Name:</b>	The Homestead
<b>Project Market Area:</b>	Dillon, MT

Is the project, as proposed, viable?

Average (comparable/achievable) market unit rents in immediate area and the percent the proposed project rents are below these rents.

	Market Rents	% Project Rents Below	
0 bedroom			
1 bedroom	N/A for Mini Study	N/A for Mini Study	
2 bedroom			
3 bedroom			
4 bedroom			Reference page:
5 bedroom			N/A

# of all New Units Needed:  Reference page:

# of units needed for the targeted AMI of the project:  Reference page:

Vacancy Rate:  Reference page:

Months to Lease-up:  Reference page:

Capture Rate:  Reference page:   
 (projected income eligible tenants who will move in next year/proposed units)

Absorption Rate:  Reference page:   
 (proposed units/existing LIH, market area units required)

Penetration Rate:  Reference page:   
 (existing LIH units/total eligible households)

Number of LI households that can afford rent of proposed project:  Reference page:

Distance (miles) to: (only fill this out at full market study)

miles to grocery store (convenience store does not count)

miles to medical services appropriate and available to all prospective tenants (e.g., hospital, doctor offices, etc.) and are one of the following:

A Project is located within 1½ miles of the specified amenity or essential service.

Public or contracted transportation (not including taxi or school bus service) is reasonably available to the specified amenity or service (i.e., the Project is located within ¼ mile of fixed bus stop or on a same day call basis) (or letter from provider committing to establish such service); or

Where applicable, the specified amenity or service is available via a no-charge delivery service to the Project Location (all distances must be as specified in the Project's market study).

# BOARD AGENDA ITEM

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## PROGRAM

Multifamily Program

## AGENDA ITEM

RLACF Rentals at the Spires, Red Lodge

MT Coal Trust Multifamily Homes Loan Program approval

## BACKGROUND

Red Lodge Area Community Foundation’s Rentals at the Spires is a new construction project located in Red Lodge. The project will consist of four 3-bedroom homes. Rents for all four homes will be the High HOME rent (Fair Market Rent). The homes are on a Community Land Trust (CLT) which is owned by Trust Montana, Inc.

Proposal:

<b>Borrower:</b>	Red Lodge Are Community Foundation
<b>Program:</b>	Coal Trust Multifamily Homes Loan Program
<b>Type:</b>	Permanent Amortizing
<b>Amount:</b>	\$460,000
<b>Term:</b>	30 years
<b>Amortization Period:</b>	40 years
<b>Rate:</b>	4.0825% based on April 2024 application
<b>Security:</b>	1 <sup>ST</sup> lien position non-recourse
<b>Property Taxes:</b>	Yes, will be subject to property taxes.
<b>Loan Fees:</b>	1% of Loan amount paid at closing.
<b>Escrows:</b>	Will be held with Montana Housing
<b>Underwriting Assumptions:</b>	As outlined in Housing Credit Qualified Allocation Plan
<b>Closing and Stabilization Conditions:</b>	On or after 3 months of stabilized occupancy.

## STAFF RECOMMENDATION (if any)

Staff supports proposal noted above.

## MOTION OPTION(S)

1. Move to approve \$460,000 Coal Trust Multifamily Homes Loan in first lien position with a 40-year amortization, 30-year term and at a 4.0825% interest rate that will close on or after 3 months of stabilized occupancy, with the staff’s discretion to change loan terms or funding pool if needed.
2. No motion, proposal fails.

# Multi Family Program Dashboard

## May 13, 2024

### Coal Trust Multifamily Homes Program, Multifamily Loan Program and Montana Fund Loan Programs

### Housing

#### Available After Commitments

CTMH	\$16,771,821	From \$65M Authorized (including loan P&I payments)
MFLP	\$132,284	
HMF - AHRLF	\$196,435	

#### Projects Underway

Dollar Amount	Program/Project	City/Units	Year Awarded	Recipient	Status*
460,000.00	CT/RLACF	Red Lodge/4	2024	Red Lodge Community Foundation	Up for Approval
5,460,833	CT/Two Rivers	Lolo/59	2023	Two Rives Community, Inc.	Closed
5,356,765	CT/Stan's Garden Community	Belgrade/39	2023	NeighborWorks	Closed
2,500,000	CT/Alpenglow II	Whitefish/18	2024	Housing Whitefish	Approved April
30,460,886	9%/CT/4%Twin Creek	Helena/72	2024	United Housing Partners	Awarded in 2023
8,050,000	9%/CT/Riverstone Senior	Hamilton/23	2024	Housing Solutions	Awarded in 2023
6,500,000	9%/CT/Elmore Roberts	Great Falls/60	2024	Community Preservation Partners	Awarded in 2023
13,197,880	9%/4%/7th & Aspen	Bozeman/46	2024	Boundry Dev & HRDC	Awarded in 2023
8,200,000	9%/CTMitchell Court	Billings/32	2024	GL Development	Awarded in 2023
10,963,840	4%/The Manor	Hamilton/60	2024	Sapphire Lutheran Homes	Approved January
18,341,480	4%/Parkview Village	Great Falls/84	2023	Vitus Development, LLC	Approved August
11,993,710	4%Baxter	Bozeman/50	2023	Devco Preservation	Approved 2023
82,575,000	4%North 3rd Apartments	Bozeman/216	2023	Devco Preservation	Approved 2023
58,551,220	4%/HMF/Lumberyard	Bozeman/155	2023	Rueter Walton Development	Approved 2023
7,414,040	4%/Big Fork Senior	Big Fork/24	2023	Bigfork Senior Housing	Approved 2023
14,342,680	4%/Union Place	Missoula/63	2023	Union Place Apartments LLC	Closed July 2023
23,985,160	4%/Sunshine Village	Great Falls/92	2023	Community Preservation Partners	Closed June 2023
24,103,280	4%/South Forty	Billings/101	2023	Lincoln Avenue Capital	Closed May 2023
6,435,000	9%/ANHA LIHTC #2	Crow Agency/23	2023	Apsaalook Nation HA	Awarded in 2022
6,500,000	9%/MF/Cabinet Affordable	Libby/24	2023	Cabinet Affordable Housing	Awarded in 2022
8,200,000	9%/CT/Carter Commons	Great Falls/25	2023	Carter Commons, LLLP	Awarded in 2022
41,961,750	9%/4%/Creek Side Apartments	Missoula/161	2023	Homeward	Awarded in 2022
7,700,000	9%/MF/Meadowlark Senior	Butte/26	2023	Group	Awarded in 2022
7,991,250	9%/MF/Riverview Apts	Big Sky/25	2022	Blueline	Under Construction
6,100,000	9%/Baatz Block Apts	Great Falls/25	2022	Homeward	Credit Refresh
6,200,000	9%/Tapestry Apts	Billings/26	2022	CLDI	Under Construction
20,503,498	9%/4%/Junegrass 4/9	Kalispell/138	2022	GMD/Homeward	Under Construction
5,812,010	9%/ARPA/Laurel Depot	Laurel/19	2021	GL/North Fork Dev.	Under Construction
8,435,000	9%/ARPA/MRM Unified Campus	Billings/29	2021	MT Rescue Mission	Under Construction
8,435,000	9%/ARPA/Jackson Court	Billings/38	2021	GL Development	Under Construction
8,015,483	9%/ARPA/AHNA LIHTC 1	Crow Agency/43	2021	Apsaalooke Nation HA	Closed September 2022
6,435,000	9%/MF/Creekside Commons	Kalispell/36	2021	Housing Solutions	Under Construction
3,320,000	9%/Crowley Flats	Lewistown/16	2021	Homeward	Under Construction
5,555,150	4%/ARPA/Spruce Grove	Laurel/Bridger/62	2022	GL Development	Under Construction
6,649,597	4%/ARPA/Highland Manor	Havre/32	2021	Echo Enterprise	Closed October 2023

	CTMH Projects	Loan Amount	Status
<b>HB 16</b> <b>\$15,000,000</b>	Belt - Golden Valley Homes	\$803,060	Approved February 2020; Closed
	Cascade - Quiet Day Manor	\$872,500	Approved February 2020; Closed
	Livingstone - Livingston Cottages	\$900,000	Approved February 2020; Closed
	Havre - Highland Manor	\$1,932,000	Approved February 2020
	Helena - Firetower	\$2,674,631	Approved April 2020; Closed
	Joliet / Laurel - Spruce Grove	\$5,173,486	Approved April 2020; Closed
	Havre - Oakwood Village	\$2,100,000	Approved April 2020; Closed
<b>HB 819</b> <b>\$50,000,000</b>	Great Falls - Carter Commons	\$1,700,000	Approved September 2023
	Helena - Twin Creek 9%	\$1,115,346	Approved October 2023
	Hamilton - Riverstone Senior	\$1,550,000	Approved October 2023
	Billings - Mitchell Court	\$1,700,000	Approved October 2023
	Darby - Welcome Way	\$2,090,000	Closed November 2023
	Lolo - Two Rivers	\$5,460,833	Closed February 2024
	Belgrade - Stan's Garden	\$5,356,765	Closed January 2024
	Helena - Twin Creek 4%	\$7,686,748	Approved January 2024
	Elmore Roberts	\$4,989,000	Approved March 2024
	Whitefish - Alpenglow 2	\$2,500,000	Approved April 2024
	Red Lodge - RLACF Rentals	\$460,000	Up for Approval
<b>Total</b>		<b>\$49,064,369</b>	

### Events and Deadlines

QAP Meeting	6/6/2024
QAP Meeting	7/11/2024
QAP Meeting	8/1/2024
QAP Meeting	9/5/2024



# BOARD AGENDA ITEM

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## PROGRAM

Homeownership Program

## AGENDA ITEM

Purchase Price Limit Review with the Option to Change

## BACKGROUND

On April 16, 2024, the Internal Revenue Service released the Revenue Procedure 2024-21 containing safe harbor numbers to be used in establishing purchase price limits for mortgage loans financed with tax-exempt bonds.

The purchase price limits for our program are determined by multiplying the safe harbor limits by .9 for non-targeted areas or 1.1 for targeted areas. The new purchase limits are attached for your review.

As you will notice, the limit in the majority of counties increased by 6%, while a few counties had less of an increase. The counties of Yellowstone, Stillwater, and Carbon increased substantially, by 61%. This is because the revenue procedure uses the FHA loan limits to calculate the safe harbors and, in those counties, FHA increased the loan limit from \$472,030 in 2023 to \$754,400 in 2024.

One other item to note is that targeted census tracts were updated this year, based on the 2020 census data. This added one targeted area to our list, Glacier County tract 9402, which increased the limit for that area by 30%. The other tracts that were affected are in Gallatin County and Lincoln County, those tracts have also been updated.

## PROPOSAL

The Board is not required to approve the purchase price limits for our programs; however, they do have the option to set limits lower than the safe harbor limits presented. Given the high home prices throughout the state, staff would prefer to use the limits as presented to assist as many homebuyers as possible.

County / area	2023 Purchase Price Limit	2024 Purchase Price Limit	Amount of Change	Percent of Change
Beaverhead	\$481,176	\$510,938.00	\$29,762	6%
Big Horn	\$481,176	\$510,938.00	\$29,762	6%
* Blaine	\$588,104	\$624,480.00	\$36,376	6%
Broadwater	\$508,770	\$511,803.00	\$3,033	1%
Carbon	\$481,176	\$773,601.00	\$292,425	61%
Carter	\$481,176	\$510,938.00	\$29,762	6%
Cascade	\$481,176	\$510,938.00	\$29,762	6%
* City of Great Falls	\$588,104	\$624,480.00	\$36,376	6%
Chouteau	\$481,176	\$510,938.00	\$29,762	6%
Custer	\$481,176	\$510,938.00	\$29,762	6%
Daniels	\$481,176	\$510,938.00	\$29,762	6%
Dawson	\$481,176	\$510,938.00	\$29,762	6%
* Deer Lodge	\$588,104	\$624,480.00	\$36,376	6%
Fallon	\$481,176	\$510,938.00	\$29,762	6%
Fergus	\$481,176	\$510,938.00	\$29,762	6%
* Flathead	\$689,171	\$700,486.00	\$11,315	2%
Gallatin	\$717,436	\$737,044.00	\$19,608	3%
* Gallatin Census Tract 7.03	\$876,867	\$900,831.00	\$23,964	3%
Garfield	\$481,176	\$510,938.00	\$29,762	6%
Glacier	\$481,176	\$510,938.00	\$29,762	6%
* Glacier Census Tract 9402	\$481,176	\$624,480.00	\$143,304	30%
Golden Valley	\$481,176	\$510,938.00	\$29,762	6%
Granite	\$481,176	\$510,938.00	\$29,762	6%
* Hill	\$588,104	\$624,480.00	\$36,376	6%
Jefferson	\$481,176	\$510,938.00	\$29,762	6%
Judith Basin	\$481,176	\$510,938.00	\$29,762	6%
Lake	\$481,176	\$510,938.00	\$29,762	6%
Lewis & Clark	\$481,176	\$510,938.00	\$29,762	6%
Liberty	\$481,176	\$510,938.00	\$29,762	6%
Lincoln	\$481,176	\$510,938.00	\$29,762	6%
* Lincoln Census Tract 4.02	\$588,104	\$624,480.00	\$36,376	6%
Madison	\$481,176	\$510,938.00	\$29,762	6%
McCone	\$481,176	\$510,938.00	\$29,762	6%
Meagher	\$481,176	\$510,938.00	\$29,762	6%
* Mineral	\$588,104	\$624,480.00	\$36,376	6%
* Missoula	\$680,574	\$684,632.00	\$4,058	1%
Musselshell	\$481,176	\$510,938.00	\$29,762	6%
Park	\$549,800	\$577,842.00	\$28,042	5%
Petroleum	\$481,176	\$510,938.00	\$29,762	6%
Phillips	\$481,176	\$510,938.00	\$29,762	6%
Pondera	\$481,176	\$510,938.00	\$29,762	6%
Powder River	\$481,176	\$510,938.00	\$29,762	6%
Powell	\$481,176	\$510,938.00	\$29,762	6%
Prairie	\$481,176	\$510,938.00	\$29,762	6%
Ravalli	\$514,631	\$517,699.00	\$3,068	1%
Richland	\$481,176	\$510,938.00	\$29,762	6%
Roosevelt	\$481,176	\$510,938.00	\$29,762	6%
Rosebud	\$481,176	\$510,938.00	\$29,762	6%
* Sanders	\$588,104	\$624,480.00	\$36,376	6%
Sheridan	\$481,176	\$510,938.00	\$29,762	6%
* Silver Bow	\$588,104	\$624,480.00	\$36,376	6%
Stillwater	\$481,176	\$773,601.00	\$292,425	61%
Sweet Grass	\$481,176	\$510,938.00	\$29,762	6%
Teton	\$481,176	\$510,938.00	\$29,762	6%
Toole	\$481,176	\$510,938.00	\$29,762	6%
Treasure	\$481,176	\$510,938.00	\$29,762	6%
Valley	\$481,176	\$510,938.00	\$29,762	6%
Wheatland	\$481,176	\$510,938.00	\$29,762	6%
Wibaux	\$481,176	\$510,938.00	\$29,762	6%
Yellowstone	\$481,176	\$773,601.00	\$292,425	61%

\* Targeted Areas



# BOARD AGENDA ITEM

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## PROGRAM

Homeownership Program

## AGENDA ITEM

Income Limit Approval

## BACKGROUND

The Board's Administrative Rules require that each June or at other times as necessary, the Board is to review, establish and revise income limits for lower income persons and families in need of housing assistance under the Board programs.

In Rev. Proc. 2021-19, the IRS provided permanent safe harbor income limit guidance for single family mortgage revenue bonds and mortgage credit certificates by referencing the income numbers released annually by HUD. On April 1, HUD released its Income Limits for 2024.

To determine our income limits we have the option of using either the 2023 or 2024 HUD income numbers and the option of applying the high-cost area adjustment. In the majority of counties, the 2024 income data produces higher income limits. For targeted counties and a few non targeted counties, 2023 data produces a higher limit. In this situation Kutak advises that client could:

1. Apply the limits using 2023 income data to all counties across the board, or
2. Apply the limits using 2024 income data to all counties across the board, or
3. Apply the limits using 2023 income data for some counties and using 2024 income data for other counties.

Staff reviewed the calculations and determined that using a mix of 2023 and 2024 data would allow us to assist more borrowers. The new income limits are attached for your review.

## PROPOSAL

The Board has the option of setting program income limits at or below the safe harbor limits. Staff requests that the Board approve the attached income limits.

Board Meeting: May 13, 2024

	2023 Income		NEW HUD 2024 Income			Diff Small	Diff Large	
	Small Household	Large Household	Small Household	Large Household				
Beaverhead	89700	103155	91665	105415	2%	1,965	2,260	2%
Big Horn	89700	103155	91665	105415	2%	1,965	2,260	2%
Blaine	107640	125580	107640	125580	0%	0	0	0%
Broadwater	91030	104685	91849	105626	1%	819	941	1%
Carbon	89700	103155	118200	137900	32%	28,500	34,745	34%
Carter	89700	103155	91665	105415	2%	1,965	2,260	2%
Cascade	89700	103155	89700	103155	0%	0	0	0%
City of Great Falls	107640	125580	107640	125580	0%	0	0	0%
Chouteau	89700	103155	91665	105415	2%	1,965	2,260	2%
Custer	89700	103155	91525	105254	2%	1,825	2,099	2%
Daniels	89700	103155	91085	104748	2%	1,385	1,593	2%
Dawson	89700	103155	93200	107180	4%	3,500	4,025	4%
Deer Lodge	107640	125580	107640	125580	0%	0	0	0%
Fallon	95800	110170	105300	121095	10%	9,500	10,925	10%
Fergus	89700	103155	91165	104840	2%	1,465	1,685	2%
Flathead	107640	125580	107640	125580	0%	0	0	0%
Gallatin	126240	147280	130800	152600	4%	4,560	5,320	4%
Gallatin Census Tracts 7.03	126240	147280	130800	152600	4%	4,560	5,320	4%
Garfield	89700	103155	91665	105415	2%	1,965	2,260	2%
Glacier	89700	103155	91665	105415	2%	1,965	2,260	2%
Glacier census tract 9402			106440	124180				
Golden Valley	89700	103155	91665	105415	2%	1,965	2,260	2%
Granite	89700	103155	91665	105415	2%	1,965	2,260	2%
Hill	107640	125580	107640	125580	0%	0	0	0%
Jefferson	95900	110285	95900	110285	0%	0	0	0%
Judith Basin	89700	103155	91665	105415	2%	1,965	2,260	2%
Lake	89700	103155	91665	105415	2%	1,965	2,260	2%
Lewis & Clark	104100	119715	104100	119715	0%	0	0	0%
Liberty	89700	103155	91665	105415	2%	1,965	2,260	2%
Lincoln	89700	103155	91665	105415	2%	1,965	2,260	2%
Lincoln Census Tr 4.02	107640	125580	107640	125580	0%	0	0	0%
McCone	89700	103155	90945	104587	1%	1,245	1,432	1%
Madison	89700	103155	91665	105415	2%	1,965	2,260	2%
Meagher	89700	103155	91665	105415	2%	1,965	2,260	2%
Mineral	107640	125580	107640	125580	0%	0	0	0%
Missoula	107640	125580	108240	126280	1%	600	700	1%
Musselshell	89700	103155	91665	105415	2%	1,965	2,260	2%
Park	99264	114154	103877	119459	5%	4,613	5,305	5%
Petroleum	89700	103155	91665	105415	2%	1,965	2,260	2%
Phillips	89700	103155	91665	105415	2%	1,965	2,260	2%
Pondera	89700	103155	91665	105415	2%	1,965	2,260	2%
Powder River	89700	103155	91665	105415	2%	1,965	2,260	2%
Powell	89700	103155	91665	105415	2%	1,965	2,260	2%
Prairie	89700	103155	91665	105415	2%	1,965	2,260	2%
Ravalli	92495	106369	93105	107071	1%	610	702	1%
Richland	93500	107525	91300	105995	-2%	(2,200)	(1,530)	-1%
Roosevelt	89700	103155	91665	105415	2%	1,965	2,260	2%
Rosebud	89700	103155	91665	105415	2%	1,965	2,260	2%
Sanders	107640	125580	107640	125580	0%	0	0	0%
Sheridan	89700	103155	94000	108100	5%	4,300	4,945	5%
Silver Bow	107640	125580	107640	125580	0%	0	0	0%
Stillwater	94400	108560	121320	141540	29%	26,920	32,980	30%
Sweet Grass	89700	103155	91045	104702	1%	1,345	1,547	1%
Teton	89700	103155	91665	105415	2%	1,965	2,260	2%
Toole	89700	103155	91665	105415	2%	1,965	2,260	2%
Treasure	89700	103155	91665	105415	2%	1,965	2,260	2%
Valley	89700	103155	91185	104863	2%	1,485	1,708	2%
Wheatland	89700	103155	91665	105415	2%	1,965	2,260	2%
Wibaux	89700	103155	92400	106260	3%	2,700	3,105	3%
Yellowstone	89700	103155	118200	137900	32%	28,500	34,745	34%
	89700	103155	89700	103155	0%	0	0	0%

Targeted Areas

# HOMEOWNERSHIP PROGRAM DASHBOARD

May 3, 2024

## RATES

	<u>CURRENT</u>	<u>LAST MONTH</u>	<u>LAST YEAR</u>
MBOH*	5.750	5.75	5.500
Market	6.81	6.57	6.308
10 yr treasury	4.58	4.36	3.380
30 yr Fannie Mae	6.63	6.39	5.851

\*Current Setaside 5.50, DPA 6.00

## LOAN RESERVATIONS

	<u>April NUMBER</u>	<u>April AMOUNT</u>	<u>TOTAL NUMBER</u>	<u>TOTAL AMOUNT</u>	<u>ORIGINAL AMOUNT</u>	<u>BALANCE</u>
<b>REGULAR PROGRAM</b>						
Series 2024A (since 04.02.24)	62	17,538,426	61	17,661,870	41,136,247	23,474,377
Series 2024A DPA (since 04.02.24)	22	283,067	22	285,347	1,000,000	714,653
80% Combined (20+)	2	237,600	10	1,695,454	<b>Since July 2023</b>	reg bond funds
<b>SET-ASIDE PROGRAMS</b>						
MBOH Plus	12	128,347	57	576,956	<b>Since July 2023</b>	1,299,733
NeighborWorks	3	595,922	15	3,365,805	<b>Since July 2023</b>	Pre-Ullman funds
CAP NWMT CLT			2	280,652		
Missoula HRDC XI						
Bozeman HRDC IX						
HomeStart			5	890,698		
HUD 184						
MT Street CLT			1	135,972		
Sparrow Group						
City of Billings	1	176,536	4	798,888		
Foreclosure Prevent					50,000	50,000
Disabled Accessible					Ongoing	862,950
Lot Refi					2,000,000	726,440
FY24 Habitat			12	1,911,014	3,751,000	1,839,986
<b>OTHER PROGRAMS</b>						
Veterans (Orig)	2	526,089	446	90,563,461	Revolving	47,801
912 Mrtg Cr Cert (MCC)	6	1,250,324	36	9,586,046.00	62,500,000	52,913,954

## LOAN PURCHASES BY LENDER

	<u>Mar-24</u>		<u>2024 YTD</u>		<u>2023 YTD</u>	
	<u>1st</u>	<u>DPA</u>	<u>1st</u>	<u>DPA</u>	<u>1st</u>	<u>DPA</u>
FIRST SECURITY BOZEMAN 061			1			
BANK OF COMMERCE 086					1	1
1ST SECURITY BK MISSOULA 133	1		1		10	2
VALLEY BANK RONAN 159					2	
YELLOWSTONE BANK 161					2	2
FIRST MONTANA BANK 172			1	1	3	2
BRAVARA BANK 186	1	1	2	1	4	1
STOCKMAN BANK OF MT MILES 524	1		9	5	60	29
FIRST INTERSTATE BANK-WY 601					5	1
US BANK 617					2	
OPPORTUNITY BANK 700	2	1	18	7	109	44
FIRST FEDERAL BANK & TRUST 731					1	
GLACIER BANK KALISPELL 735	3		11	2	16	
WESTERN SECURITY BANK 785					5	4
MANN MORTGAGE 835	1		11	3	70	40
GUILD MORTGAGE COMPANY 842	1	1	3	3	23	23
UNIVERSAL 843			1	1	20	13
FAIRWAY INDEPENDENT MRTG 847	2	2	15	9	28	20
CORNERSTONE HOME LENDING 850					9	8
PRIME LENDING 851					8	5
BAY EQUITY LLC 853			5	2	4	
PARAMOUNT RES MTG GRP 855					3	3
AM CAP 858					3	2
HOMESTAR FINANCIAL 861					1	1
CROSSCOUNTRY MORTGAGE 863	1		2		22	7
GUARANTEED RATE 864			5		19	7
FIRST COLONY MORTGAGE 865			2	2	8	8
WINTRUST MORTGAGE 867					2	2
ONE TRUST HOME LOAN 868			1	1		
LOWER DOT COM, LLC 873	3	2	4	2		
CHURCHILL MORTGAGE 869	2		3	1		2
CLEARWATER FEDERAL C U 901					1	
INTREPID CREDIT UNION 903			1		10	
<b>Grand Count</b>	<b>18</b>	<b>7</b>	<b>96</b>	<b>40</b>	<b>456</b>	<b>227</b>

## PORTFOLIO CHANGES

	March		2024 YTD		
	# loans	Princ Bal	# loans	Princ Bal	
<b>February Balance</b>	<b>5,456</b>	<b>571,576,423.86</b>	<b>5,397</b>	<b>556,995,770.50</b>	Dec-23
March Purchases (1st)	18	4,803,954.61	96	25,246,772.68	
March Purchases (2nd)	7	89,703.09	40	421,570.50	
March Amortization		(1,563,868.72)		(4,489,551.55)	
March Payoffs (1st)	(24)	(2,007,469.13)	(60)	(5,084,435.55)	
March Payoffs (2nd)	(6)	(33,982.40)	(21)	(125,646.34)	
March Foreclosures	(2)	(291,892.93)	(3)	(391,611.86)	
<b>March Balance</b>	<b>5,449</b>	<b>572,572,868.38</b>	<b>5,449</b>	<b>572,572,868.38</b>	Mar-24

### MARCH PORTFOLIO SUMMARY

	# of loans	\$ of loans	% of #	% of \$	
<b>FHA</b>	2,809	376,886,563	51.6%	65.8%	
<b>RD</b>	848	89,328,546	15.6%	15.6%	
<b>VA</b>	375	64,508,653	6.9%	11.3%	
<b>HUD184</b>	35	2,308,216	0.6%	0.4%	
<b>PMI</b>	31	2,094,347	0.6%	0.4%	
<b>Uninsured 1st</b>	247	29,223,118	4.5%	5.1%	
<b>Uninsured 2nd</b>	1,104	8,223,425	20.3%	1.4%	
	5,449	\$ 572,572,868			
<b>March 2023 Portfolio Balance</b>	5,066	\$ 483,515,649	7.56%	18.42%	percent of Incr/Decr

Servicer	# of loans	\$ of loans	% of #	% of \$
<b>MBOH</b>	5,374	\$ 566,688,051	99%	99%
<b>First Security Bozeman</b>	3	\$ 72,357	0%	0%
<b>First Boulder Valley Bank</b>	1	\$ 41,737	0%	0%
<b>Valley Bank Ronan</b>	40	\$ 3,976,154	1%	1%
<b>Manhattan Bank</b>	1	\$ 78,518	0%	0%
<b>Pioneer Federal Savings</b>	18	\$ 654,766	0%	0%
<b>Guild Mortgage</b>	12	\$ 1,061,287	0%	0%
	5,449	572,572,868		

#### Weighted Average Interest Rate 4.270%

	# of loans	\$ of loans	
0 - 2.99%	1054	\$ 91,600,846	rates up to 4%
3 - 3.99%	1474	\$ 175,376,108	2528 \$ 266,976,955
4 - 4.99%	786	\$ 84,100,150	
5 - 5.99%	1507	\$ 167,569,691	rates 4% and above
6 - 6.99%	590	\$ 53,157,091	2921 \$ 305,595,914
7 - 7.99%	38	\$ 768,982	

### RAM PROGRAM MARCH ACTIVITY

Loan Requests	Loans Outstanding	Life of Program	Avail Balance
0	44	236	4,469,760.67
0	2,625,890.36	15,271,126	

### DELINQUENCY AND FORECLOSURE RATES

	MONTANA BOARD OF HOUSING			MORTGAGE BANKERS ASSOC. 12/2023			(most recent available)
	Mar-24	Feb-24	Mar-23	Montana	Region	Nation	
30 Days	1.12	1.72	1.50	1.49	1.78	2.23	
60 Days	0.95	0.77	0.77	0.38	0.55	0.71	
90 Days	<u>1.98</u>	<u>2.20</u>	<u>2.17</u>	<u>0.61</u>	<u>0.76</u>	<u>1.05</u>	
Total Delinquencies	4.05	4.69	4.44	2.48	3.09	3.99	
In Foreclosure	0.28	0.22	0.49	0.28	0.24	0.47	

# Mortgage Servicing Program Dashboard

Effective 04/30/24

## 2024 Monthly Servicing Report

MONTH	Last Year	Last Month	This Month
	Apr-23	Mar-24	Apr-24
PORTFOLIO TOTAL LOANS	5505	6047	6097
MBOH	5029	5414	5442
BOI	305	296	295
MULTI FAMILY	16	19	19
HAF-Homeownership Assistance Fund	155	318	341
PRINCIPAL (all loans)	\$547,083,148.08	\$652,123,325.40	\$660,281,525.23
ESCROW (all loans)	\$7,373,031.16	\$7,066,889.09	\$7,552,196.28
LOSS DRAFT (all loans)	\$753,855.62	\$720,262.78	\$731,407.50
LOANS DELINQUENT (60+ days)	240	271	226
ACTUAL FORECLOSURE SALES IN MONTH	1	0	2
FORECLOSURES TOTAL CALENDAR YEAR	5	2	4
DELINQUENT CONTACTS TO MAKE	590	758	736
LATE FEES - NUMBER OF LOANS	718	784	869
LATE FEES - TOTAL AMOUNT REVENUE	\$20,169.16	\$23,567.09	\$25,756.52
PAYOFFS	16	32	27
NEW LOANS	38	50	82

## HUD's National Servicing Center TRSII SFDMS Reporting FY 2023 Final Score 93.97% - Grade A

LOSS MITIGATION	Apr-23	Mar-24	Apr-24
ACTIVE FINANCIALPACKETS	0	0	0
REPAYMENT/SPECIAL FORBEARANCE	0	5	0
COVID19 FORMAL FORBEARANCE (NOV)	98	0	0
HAMPS, PARTIAL CLAIMS & MODS PNDG	13	18	15
CHAPTER 13 BANKRUPTCIES	10	8	8
PRESERVATION PROPERTIES	8	11	10
REAL ESTATE OWNED PROPERTIES	2	2	3
SHORT SALE	0	0	0
DEED IN LIEU	0	0	0

## Montana Board of Housing (MBOH) Conflict of Interest Policy

### Purpose

This policy is intended to protect against conflicts between the public duties and the private interests of Board Members by ensuring that Board Members: (1) avoid conflicts of interest and any potential harm to the integrity of the Board, its programs, interests or actions; (2) disclose any actual or apparent conflicts of interest; and (3) recuse themselves from participation in any Board actions in which a Member has an actual or apparent conflict of interest unless otherwise provided by law.

### Policy

The Board expects its members to respect their public office and duties and act in an ethical manner in accordance with the rules applicable to Montana public officers. Members must use sound judgment and awareness regarding the discharge of their public duties to the citizens of Montana, avoiding any activities that compromise the public trust.

Conflicts of interest subject to this policy and any required disclosure and recusal include both actual and apparent conflicts of interest. "Apparent" conflicts of interest are circumstances that may not constitute an actual conflict of interest but that would lead a reasonable, average person with knowledge of all relevant facts to think that a conflict of interest exists.

Board Members will acknowledge and accept the responsibility to follow all applicable state laws and policies regarding ethical conduct of public officials and Board Members, including without limitation the following:

Board Members will comply with the terms of this policy, including completion, execution and submission of annual disclosure forms, disclosure of any actual or apparent conflict of interest with respect to any matter on which the Board may take official action, and recusal from participation any Board consideration or action on any such matter, unless otherwise allowed by law and express approval of the Board.

Board members may purchase and hold MBOH bonds only if: (i) the Member intends to hold the bonds to maturity and refrains from buying and selling MBOH bonds on a regular basis; (ii) the Member does not inquire of or otherwise communicate with staff or Board advisors regarding MBOH bonds that will be redeemed; and (iii) the Member discloses such ownership and recuses themselves from participating in Board action relating to MBOH bonds where the Board action would directly and substantially benefit the Member economically.

Board Members will not:

1. Use public time, facilities, equipment, supplies, personnel, or funds for private business purposes.



2. Engage in any substantial financial transaction for the Member's private business purposes with a person the Member inspects or supervises in the course of their official duties.
3. Disclose or use confidential information acquired in the course of official duties for the Member's personal economic interests or otherwise except as allowed by law and Board policy.
4. Perform any official act that will directly and substantially affect the economic benefit of a business or other undertaking in which the Member has a substantial financial interest or is engaged as counsel, consultant, representative, or agent.
5. Acquire an interest in any business or undertaking the Member has reason to believe may be directly and substantially affected to its economic benefit by actions taken by the Board.
6. Perform any official action which directly and substantially harms a business when the Member has a substantial personal interest in a competing business.
7. Accept gifts or receive duplicate compensation from overlapping public positions in violation of applicable law or policies.
8. Take any official action related to the Board that would result in the receipt of a substantial financial benefit to the Member or the Member's family, relatives, related parties, property or business or employment interests.

### **Process**

The Board will provide and its Members must participate in at least annual training regarding ethical conduct of public officials, including conflict of interest rules.

Board Members must complete, execute and submit an annual conflict of interest disclosure in the form required by the Board.

Board Members must disclose promptly, once a potential conflict becomes known to them, any actual or apparent conflict of interest with respect to any matter on which the Board may take official action. This includes, but is not limited to, Board action involving the award of contracts, loans or tax credits. Disclosure must be made on the record in a public meeting of the Board prior to the Board's consideration of the matter.

- Members are not considered to have conflict of interest *merely* because the Member is stockholder, officer or employee of a lending institution that may participate in Board's programs, but there may be more facts that indicate a conflict.

If a Member has any doubt or question regarding the existence of any actual or apparent conflict of interest, the Member will contact the Board's Executive Director or counsel to discuss and obtain guidance regarding whether the circumstances constitute an actual or apparent conflict of interest and any disclosure or recusal obligations with respect to such matter.

Board Members must recuse themselves from participation in Board consideration, voting and other action on any such matter, unless otherwise allowed by law and express approval of the Board.



Recusal means a Board Member's voluntary removal of themselves completely from the matter, including comment or other participation in deliberations or asking or directing any other person to comment or participate on their behalf.

- Recusal may not be required by law in some circumstances if the Member's participation is necessary to establish a quorum or administer a statute and if the conflict is disclosed. However, such participation will be allowed only upon the determination of the Board in consultation with legal counsel.

The Board will provide a copy of this policy to each Board Member and each Member must sign and return the policy, acknowledging receipt of the policy and that the Member has read, understands, and will comply with the policy.

**Acknowledgement**

The undersigned Board Member hereby acknowledges receipt of a copy of this policy and that the Member has read, understands, and will comply with the policy.

DATED: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_

Print Board Member Name: \_\_\_\_\_

## Montana Board of Housing (MBOH) Board Meeting Attendance Policy

The Montana Board of Housing (Board) was established by the Housing Act of 1975 to address a shortage of decent, safe, and sanitary housing for lower income persons and families by assisting private and governmental entities in financing critical housing needs in the State. The Board comprises Members informed and experienced in housing, economics or finance from diverse areas of the State.

### Purpose

This policy is intended to ensure the Board functions as effectively as possible by encouraging Member contributions of their expertise and judgment through regular attendance and participation in Board meetings.

### Policy

Board Members are expected to attend all scheduled Board meetings and training sessions, including attendance in person where a meeting is so designated. It is recognized that Members may be unable to attend some meetings due to conflicts with prior-scheduled commitments or unforeseen circumstances. Members are expected to notify the Board Chair as far in advance as possible if they will be unable to attend. Members may not have more than one (1) excused and one (1) unexcused absence from meetings or training sessions within any calendar year. Members will be considered absent unless they attend the entire meeting or training session.

### Process

Board meetings will be scheduled and Members notified of scheduled meetings typically 6 to 12 months in advance. Special Board meetings may be called as necessary with as much advance notice as possible. Meetings may be virtual or in person, but typically 3 or more in-person meetings/training sessions will be conducted annually. In-person meetings may be held in Helena or periodically in other locations within the State.

Board staff will notify Members of scheduled meeting dates and times by meeting announcements and email. Members are expected to notify the Board Chair promptly and as far in advance as possible of scheduled meetings that conflict with prior commitments. Otherwise, Members are expected to defend scheduled meeting times in their personal calendars and to avoid scheduling other meetings or activities during that time.

Members occasionally are unable to attend due to circumstances beyond their control, such as illness, jury duty, or previously scheduled travel. Such instances will be considered "excused" absences. "Silent failure" (*i.e.*, missing a meeting without notification to the Board Chair) is unacceptable and will be unexcused absent good cause. Members are expected to provide maximum advance notice to the Board Chair if unable to attend and the reason for the absence. Virtual participation at scheduled in-person meetings is acceptable in case of illness or emergency.

A Member unable to attend regularly should consider resigning from the Board. If a Member has more than one (1) excused and one (1) unexcused absence within any calendar year, the



Board Chair will contact the Member to discuss the Member's attendance and seek a commitment of the Member to regular attendance going forward. If the Member cannot or does not commit to regular attendance, the Board Chair may ask the Member to resign.

If noncompliance continues despite the Member's commitment to regular attendance, the Board Chair will discuss the issue with the Board at its next meeting. The Member will be allowed to address the attendance issue. The Board will decide what actions, if any, to take regarding the Member's attendance. The Board may authorize the Board Chair to contact the Governor's office to request removal of the Member for cause.

New Board Members will be provided with a copy of this policy and will sign to confirm they have read, understand, and will comply with the policy.

This policy is adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

**Acknowledgement**

The undersigned Board Member hereby acknowledges receipt of a copy of this policy and that the Member has read, understands and will comply with the policy.

DATED: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Print Board Member Name: \_\_\_\_\_

# BOARD AGENDA ITEM

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## PROGRAM

Operations / Executive Director

## BOARD MEETINGS

The next Board meeting will be held June 17, 2024 at 8:30 am via Zoom.

## BOARD MEMBER OPPORTUNITIES

- June 6, 2024: QAP Meeting #2 at 10:00 am.
- June 13, 2024: Housing Coordinating Team meeting at 10:00 am.
- July 11, 2024: QAP Meeting #3 at 10:00 am.
- Aug. 1, 2024: QAP Meeting #4 at 10:00 am.
- Sept. 12, 2024: Housing Coordinating Team meeting at 10:00 am.
- Sept. 28 – Oct. 1, 2024: [2024 NCSHA Annual Conference](#) – Phoenix, AZ
- Oct. 20, 2024: Board training & planning – Fairmont Hotel Springs Resort, MT

Board members are encouraged to join QAP and Housing Coordinating Team meetings. Details and Zoom links are available on our website:

<https://housing.mt.gov/Meetings-Events-Training/>

## CONTRACTS / PROCUREMENT

- The Limited Solicitation for a Mortgage Servicing consultant is now closed. DLS was selected, and we are working to execute a contract.
- A Limited Solicitation for banking services (mortgage servicing banking accounts) was completed, and First Interstate Bank was awarded the contract. We are working to execute that contract now.
- A Limited Solicitation was recently completed for the preparation of our financial statements, and Eide Bailly was awarded the contract. Contract is routing for execution.
- There are ten (10) Field Agency contracts due to renew on July 1<sup>st</sup>. Those will start routing for execution in the new 2-3 weeks.
- There are four (4) outside legal counsel contracts that are due at the end of June, and those have been sent to Department of Justice (DOJ) for legal committee review prior to executing.
- The Master Servicer contract with Idaho Housing Finance Association was executed last month.
- HDS Software maintenance contract is being routed for execution.

## PERSONNEL UPDATE

Montana Housing is actively recruiting for:

- Loan and Bond Specialist in Homeownership
- Special Populations Supervisor in Rental Assistance
- First Reviewer for HAF Home Repairs program

# BOARD AGENDA ITEM

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## Staffing Updates:

- Jesse Ennis joined us as a part time Program Specialist with our Multifamily Development team. Jesse is an experienced real estate agent from Century 21 here in Helena.
- John Southworth joined the Rental Assistance team as a Contract Manager with the Housing Choice Voucher program. John was previously with Helena Housing Authority.
- Linda Greaves joined the Rental Assistance team as a Contract Manager. Linda was previously with Pinion (fka Anderson Zurmuehlen) where she worked as a CPA for nearly 25 years.
- Rob Smith, who has worked for us on the Rental Assistance team for several months, has transitioned into a Program Specialist position over our Special Population rental assistance programs.
- The ARPA Housing team recently promoted Cheryl McElroy to the HAF Accountant Tech position.

## EMERGENCY RENTAL ASSISTANCE UPDATE

- As of May 6, 2024, almost \$136.9 million in rent and utility assistance has been awarded and we have assisted 14,038 households. We are continuing to recoup some MERA funds for various situations (i.e., if renter moved apartments before completing the three months forward rent assistance has ended).
- Over \$48.5 million in potentially fraudulent applicants (2,787 applications) have been flagged, isolated, and denied.
- We received approval from the Governor's office to move forward with Treasury's Emergency Rental Assistance Program FAQ #46, which allows for the following "Eligible Uses of ERA2 Funds":

"Affordable rental housing purposes" are expenses for:

- the construction, rehabilitation, or preservation of affordable rental housing projects serving very low-income families; and
- the operation of affordable rental housing projects serving very low-income families that were constructed, rehabilitated, or preserved using ERA2 funds.

Through FAQ 46, other eligible uses, we awarded 6 grants for approximately \$4.1M. Award letters were recently distributed. One application was not funded as we did not have enough funds to award everyone who applied.

## HOMEOWNER ASSISTANCE FUND UPDATE

- As of May 6, 2024, 1,489 applications have been submitted to the statewide program. HAF staff have approved and paid over 5 million in total through all statewide program applications.
- HAF Home Repair program is receiving steady monthly applications and is progressing towards the next step of waiting for bids to be submitted.



# BOARD AGENDA ITEM

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As of May 6, 2024, 191 home repair applications have been submitted. We have 7 applications that are currently under construction.

## COMMUNITY HOUSING UPDATE

- Deadline for HOME-ARP was April 30 with \$3.15 million to award. Received 5 applications totaling \$10.69 million in requests from five communities – the Bozeman and Kalispell requests are both increases from previous requests while the Missoula, Hardin, and Billings requests are new. Announcements expected in late June.
- Deadline for CDBG-Housing, HOME and HTF programs will be September 17, 2024. HUD released 2024 allocations on May 7. The total CDBG allocation (\$6,172,506) was decreased by ~\$370,000, HOME (\$3 million) was down by \$450,000 and HTF (\$3,144,833) increased by \$78,000. Because we forward allocated our 2024 funds to a few projects last fall, Montana Housing expects to have approximately \$1.5 million in HOME, \$1.5 million in CDBG and \$1.9 million in HTF to award this cycle.
- HUD will be following up regarding the commitment and expenditure of CDBG-CV funds. Montana is making good progress relative to other states around the region. All CDBG-CV funds are committed to projects to respond to the effects of COVID. Of the 15 grants made, 5 are closed out and 2 more are down to retainage. All but 2 are expected to complete this construction season. 56% of funds are expended.
- 5-year Consolidated Plan and Equity Plan are underway with the data analysis and public input processes. The first formal meeting will be in conjunction with the Housing Conference in Missoula in May, with additional in-person meetings planned in Glasgow, Hardin and Libby over the summer months. Virtual focus groups with various stakeholders will also be held in the coming months.

## EXECUTIVE DIRECTOR UPDATE

- Governor's Housing Task Force. The last Task Force meeting was held Thursday, May 9, 2024 from 11:00 – 1:00 pm, via Teams/Zoom or in-person at the DEQ Metcalf Building, Room 111 at 1520 E 6<sup>th</sup> Ave in Helena. This meeting included a review and discussion of draft recommendations. Meeting agenda, materials and records are available here: <https://deq.mt.gov/about/Housing-Task-Force>.
  - Cheryl Cohen submitted the following recommendations:
    - Access Flexibility of Coal Trust Multifamily Homes Loan Terms
    - Fair Market Rent Reevaluation – Fund Rental Housing Surveys
    - Increase State Gap Financing for Affordable Housing
    - Build Housing Montana Fund & Engage Underserved Communities
    - Develop Strategies to Address Rising Costs of Property Insurance
    - Planning Grants to Increase Housing Supply
  - Other Task Force members submitted the following recommendations:
    - Affordable Housing Revolving Loan Fund (AHRLF) Funding
    - State-based Housing Trust Fund and Housing Tax Credit
    - Reauthorize Coal Trust Multifamily Homes Program

## BOARD AGENDA ITEM

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- Targeting Public Investment in Affordable Housing
- Use State Funds to Develop Montana LIHTC Program

There are many other recommendations, but these submissions appear to more directly impact MBOH. Other recommendations pertain to zoning, land use reform, alternative construction methods etc.

- MBOH Financial/Compliance Audit: The MBOH Financial/Compliance Audit for FY23 was on the Legislative Audit Committee agenda on April 23, 2024. The committee agenda is available [here](#), which includes a link to the [Montana Board of Housing Audit FY23](#) audit. The Committee voted unanimously to accept the audit and requested the final Board Member Conflict of Interest Policy (after the Board's approval at this meeting) be provided to the Committee. Board members can watch the Committee recording (starting 10:45:31 of video) [here](#).
- MBOH Performance Audit: The MBOH Performance Audit exit meeting is scheduled for Tuesday, May 14 at 8:00 am. Chair Posey, Executive Director Cheryl Cohen, Commerce Deputy Director Mandy Rambo and Commerce Director Paul Green will join the legislative audit team to review the draft report. We will share additional information about the performance audit once we receive the final report and permission from auditors to distribute.

