

MONTANA FACILITY FINANCE AUTHORITY
Board Meeting

Montana Facility Finance Authority Office
1712 9th Ave, Helena

February 22, 2023

“Enhance Montana healthcare and community capabilities through access to cost-effective capital financing and development services.”



MONTANA FACILITY FINANCE AUTHORITY

Board Meeting

Via Zoom

February 22, 2023

MEETING AGENDA

- 10:00**
- I. CALL TO ORDER**
 - A. Roll Call
 - B. Approval of Meeting Minutes (12/13)
 - II. PUBLIC COMMENT** on Board Related Items
 - III. GENERAL ADMINISTRATIVE**
 - A. Financials**
 - 1. Budget -v- Actual
 - 2. Reserve Balances
 - 3. Staff Approved Loans & Grants
 - 4. Revenue Chart
 - B. Legislative Update**
 - C. Miscellaneous**
 - 1. Outreach & Marketing Report
 - 2. Anticipated Financings
 - V. CALENDAR**
- 11:30** **DISMISS**

ZOOM INSTRUCTIONS

<https://mt-gov.zoom.us/j/4064440259?pwd=Q3hESVo0d0NpTEk1bHA2eXVHdTRsdz09>

Meeting ID: 406 444 0259

Password: 845632

OR

Dial by Telephone: +1 (406) 444-9999

Meeting ID: 406 444 0259

Password: 845632

MONTANA FACILITY FINANCE AUTHORITY

Department of Commerce

1712 9th Ave.
PO Box 200506
Helena, MT 59620-0506
406.444.5435
www.mtfacilityfinance.com



MEMORANDUM

To: MFFA Board Members
From: Adam Gill, Seth Lutter, Monica Birlut, and Carolyn Jones
Date: February 15, 2023
Subject: MFFA Board Meeting Wednesday, February 22

Enclosed, please find board meeting materials for our upcoming MFFA Board Meeting:

10:00 AM Wednesday, February 22
Via Zoom

Given we only have reports and program updates, we will hold it via Zoom.

As always, please call or write if you have any questions.

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MONTANA FACILITY FINANCE AUTHORITY
Board Meeting (Conference Call)
December 13, 2022
10:00 A.M.

MINUTES

BOARD MEMBERS

PRESENT:

Vu Pham (via phone)
Paul Komlosi (via phone)
Matt Thiel (via phone)
Kim Rickard (via phone)
Mel Reinhardt (via phone)
John Iverson (via phone)
Jade Goroski (via phone)

BOARD MEMBERS

ABSENT:

STAFF PRESENT: Adam Gill, Executive Director (via phone)
Seth Lutter, Associate Director (via phone)
Monica Birlut, Accountant (via phone)

GUESTS:

Nathan Bilyeu, Authority Counsel – Jackson, Murdo & Grant (via phone)

BOARD MEETING

CALL TO ORDER

Board Chair Vu Pham called the December 13, 2022, board meeting of the Montana Facility Finance Authority (the “Authority”) to order at 10:00 A.M. The meeting convened with all members of the Board present.

Minutes

Board Member Matt Thiel moved for approval of the October 18, 2022 board meeting minutes. Board Member Kim Rickard seconded the motion which passed unanimously.

PUBLIC COMMENT

The meeting was opened for public comment. *No comments were received.*

GENERAL ADMINISTRATIVE

Financials

Mr. Gill presented the Budget-v-Actual results and the Reserve Balances. Mr. Lutter discussed Staff Approved Loans and Grants and presented the Revenue Graph.

SPECIAL PURPOSE TOPICS

Legislative Update

Mr. Gill provided a legislative update including bond cap, public hearings, and market access plannings.

Executive Director Development

Shannin Danko – MT Dept of Commerce, joined the Board and conducted the annual review for the Executive Director. After discussion and questions about the new review format, the decision of the board was delayed until a meeting with the head of Dept of Commerce Human Resources could address board questions about the new review format.

Anticipated Financings

Mr. Gill presented the anticipated financings including C-PACE financings and potential C-PACE county districts.

BOARD MEETING CALENDAR

BOARD MEETINGS
February 22, 2023
April 12, 2023 (tentative)

ADJOURN

Chair Pham adjourned the meeting at 10:49 A.M.

APPROVE: _____
Vu Pham, Chair

ATTEST: _____
Adam Gill, Executive Director

APPROVAL DATE: _____

Montana Facility Finance Authority
Budget v. Actual Expenses
01/31/23
58% Expended

Legislative Budget	Year to Date			
	Category	Budget	Actual	\$ Variance % Variance
\$799,694	A) INCOME	\$387,375	441,940	54,565 14%
120,000	Application Fees	70,000	46,144	(23,856) -34%
554,694	Annual Fees	244,458	267,203	22,744 9%
125,000	Investment Income	72,917	128,594	55,677 76%
\$399,024	B) PERSONAL SERVICES EXPENSE	\$232,764	224,607	(8,157) -4%
392,024	Salaries & benefits	228,681	223,257	(5,423)
7,000	Board Per Diem	4,083	1,350	(2,733)
\$376,282	C) OPERATING EXPENSES**	\$161,715	138,672	(23,043) -14%
94,462	Contracted & Other Services	55,103	20,722	(34,381) -62%
	Misc. Other Services		9,425	
	Legal Services		8,063	
	Legislative Audit		2,191	
	ITSD		1,043	
15,072	Supplies/Materials/Equipment	8,792	32,382	23,590 268%
7,587	Communications	4,426	1,744	(2,681) -61%
24,344	Travel	14,201	12,050	(2,150) -15%
4,789	Equipment Lease	2,794	4,083	1,289 46%
	Building Lease	16,949	16,327	(622) -4%
156	Repairs & Maintenance	91	117	26 29%
95,816	Miscellaneous	55,893	51,247	(4,646) -8%
	Commerce Department Services		33,197	
	Administration (statewide) Indirect Costs		3,016	
	Education		5,881	
	Other Miscellaneous		9,153	
35,000	BOI Administrative Support**	20,417	0	(20,417) -100%
\$24,388	REVENUES IN EXCESS OF EXPENSES (A-B-C)	-7,104	78,660	85,764 -1207%
150,000	Grants-Obligated/Paid	25,000	0	
(\$125,612)	Current Year Increase in Net Assets		78,660	
	INCREASE (DECREASE) IN NET ASSETS		78,660	

* Income presented on CASH basis. GAAP accrual accounting would reflect approximately \$4,634 less income annually, or < 0.8%

AS OF 2/1/2023

A/E 06015	Operating Account Summary	<u>Current Balance</u>	<u>Policy Guideline</u>
	Total Fund Balance Available Net Capital Reserve "B" Balance	4,055,700	
	Less: Working Capital Reserve Requirement	1,448,686	1,297,656 (a)
	Available for Restricted Capital Reserve "A"	<u>2,607,014</u>	<u>11,583,840 (b)</u>
	Fund Balance: Sub-Total	<u><u>3,255,700</u></u>	<u><u>12,881,496</u></u>
A/E 06015	Trust Fund Loan Pool		
	RC 710300, Accounts 521190	35,572	
	Plus: Prior Year End Capital Reserve "B" Fund Balance Sub Total	<u>1,168,549</u>	
	Capital Reserve "B" Fund Balance	<u><u>1,204,121</u></u>	<u><u>1,265,668 (d)</u></u>
A/E 06012	Direct Loan Program		
	Current Program Fund Balance	4,971,303	
	Less: Outstanding Loan Balance	3,430,216	
	Funds Available to Loan from Direct Loan Program	<u>1,541,087</u>	
	Fund Balance: Sub-Total	<u><u>4,971,303</u></u>	<u><u>4,932,112 (c)</u></u>
	Total Projected Fund Balance	<u><u>9,431,124</u></u>	<u><u>19,079,276</u></u>

Notes:

Policy Guidelines - Minimum Funding Requirements

(a) Twice the current Fiscal Year annual budget.	648,828
(b) 10% of the outstanding BOI enhanced bond balance as of 7/1/22	115,838,401
(c) \$4,905,556 as of 7/1/22 plus YTD loan payments, account investment earnings.	4,905,556
(d) 10% of the Trust Fund Loan Pool Balance as of 7/1/22	12,656,678

MONTANA FACILITY FINANCE AUTHORITY

Staff Approved Grants

12/1/2022-1/31/2023

Commitments Pending

<u>Facility</u>	<u>Location</u>	<u>Date Submitted</u>	<u>Date Approved</u>	<u>Date Paid</u>	<u>Amount</u>	<u>Project</u>	<u>Program</u>
Roosevelt Medical Center	Culbertson	09/02/22	9/2/2022		\$ 25,000	Scope of service review	MCAP
Daniels Memorial Healthcare	Scobey	01/26/23	1/26/2023		\$ 25,000	Scope of service review	MCAP
Total Pending Grants:					\$ 25,000		

Grants Paid since 7/1/2022

<u>Grantee</u>	<u>Location</u>	<u>Date</u>	<u>Approved</u>	<u>Paid</u>	<u>Amount</u>	<u>Project</u>	<u>Program</u>
Total Grants:					\$ -		

MONTANA FACILITY FINANCE AUTHORITY

Staff Approved Loans

12/1/2022-1/31/2023

Submitted Applications

Borrower

**Location Date
Submitted**

Term

Interest

Amount

Project

Total Pending Direct Loans:

\$ -

Approved Applications

Borrower

**Location Date
Approved**

Term

Interest

Amount

Project

All Nations Health Center

Missoula

01/27/23

5

3.76%

\$ 300,000

Land Purchase

Total Approved Direct Loans:

\$ 300,000

Funds Available Under

Direct Loan Program:

Loan Fund: (1/31/2023)

4,971,303

Total Outstanding Loans: (1/31/2023)

3,430,216

Approved Applications from above:

(300,000)

Total Available to Loan at 1/31/2023

\$ 1,541,087

Funded Applications from 7/1/22:

Borrower

**Location Date
Funded**

Term

Interest

Amount

Project

Central Montana Medical Center

Lewistown

07/15/22

8

2.15%

\$ 375,000

Refinance TFL & DL

Big Sandy Medical Center

Big Sandy

10/14/22

5

3.35%

\$ 85,000

Land and mobile home purchase

Central Montana Medical Center

Lewistown

11/29/22

5

2.00%

\$ 375,000

MRI Machine

Clark Fork Valley Hospital

Plains

12/09/22

7

4.48%

\$ 285,000

3 D mammography machine

Total Loans Funded since 7/1/22

\$ 1,120,000

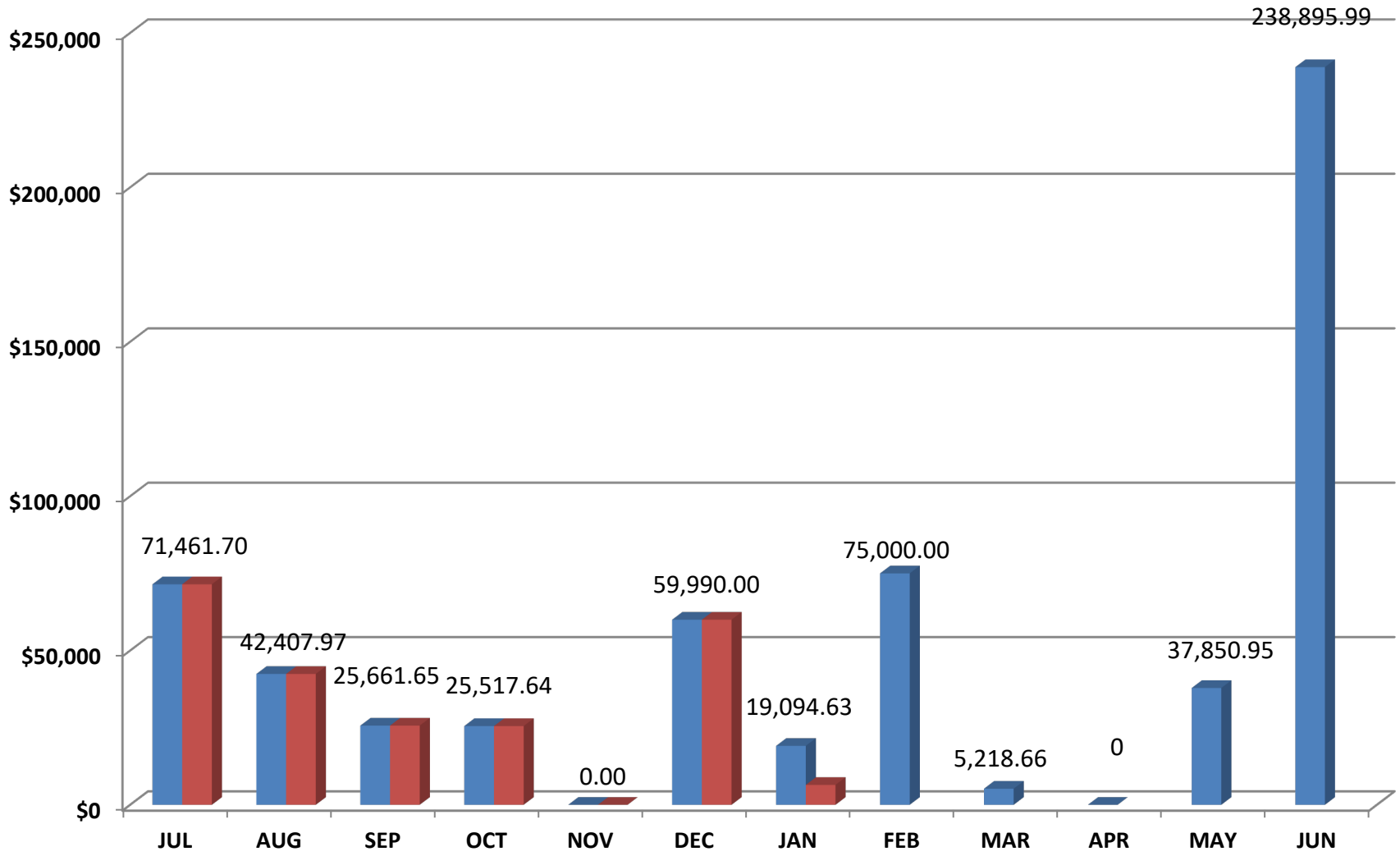
FY 2023 Annual Service Fees

As of January 31, 2023

Annual Projected: \$601,099

YTD Projected: \$244,134

YTD Collected: \$231,489



2023

JANUARY

S	M	T	W	T	F	S
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

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	Board Mtg	23	24	25
26	27	28				

MARCH

S	M	T	W	T	F	S
			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

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	Board Mtg	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	28	28	29

MAY

S	M	T	W	T	F	S
	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

S	M	T	W	T	F	S
				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

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

AUGUST

S	M	T	W	T	F	S
		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

S	M	T	W	T	F	S
					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

S	M	T	W	T	F	S
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

S	M	T	W	T	F	S
			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

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	20	20	21	22	23
24/31	25	27	27	28	29	30

HOLIDAYS AND OBSERVANCES

1-Jan	New Year's Day	4-Jul	Independence Day	23-Nov	Thanksgiving Day
16-Jan	MLK Day	4-Sep	Labor Day	25-Dec	Christmas Day
20-Feb	Presidents' Day	9-Oct	Columbus Day		
29-May	Memorial Day	10-Nov	Veterans Day Ob.		

CONFERENCES

Apr 16-18	NAHEFFA, Washington DC	Oct 9-12	NAHEFFA, Burlington, VT
Sep 18-22	MT Hospital Assoc	Nov 7-10	CDFA, Philadelphia, PA