

**Great Falls Housing Authority  
Board of Commissioner's Meeting  
April 19, 2018  
12:00 PM**

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**CALL TO ORDER**

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, April 19, 2018. The meeting was called to order at 12:04 p.m. by Vice Chairperson Boyle.

**PRESENT:** Joseph Boyle, Vice Chairperson, Tim McKittrick, Commissioner, Ashley Gates, Commissioner, Ryan Hart, Commissioner,

**ALSO PRESENT:** Kevin Hager, Executive Director, Greg Sukut, Deputy Director, Chris Tinker, Accounting Supervisor, Cindy Hoscheid, Administrative Assistant, Alicia Eatherly, Fair Housing Specialist.

**ABSENT:** Jim Weber, Chairperson, Mike McCleary, Commissioner, Terri Sullivan, Commissioner.

**PETITIONS**

**EXECUTIVE DIRECTOR REPORT**

**ADMINISTRATIVE REPORT**

**BLDG 7A REMODEL**

The sidewalks and landscaping will be completed as soon as the weather clears.

**PHASE 4 INFRASTRUCTURE UPGRAD MT 2-1**

Staff has placed a legal ad in the paper for advertising this project. The walkthrough is scheduled for April 19, 2018. The bids will be received until May 2<sup>nd</sup> and opened and read aloud at 3:00 PM. The results will then be brought to the Board.

**CDBG CONTRACT FUNDS**

Staff has placed orders for 40 furnace replacements in the Main site, two (2) domestic water heaters to replace the 25 year old ones at Austin Hall and an intercom system has been ordered to replace the existing one at Austin Hall along with installation.

**OLD BUSINESS**

**NEW BUSINESS**

The March Board minutes were received and reviewed. Commissioner Gates made a motion to approve the minutes as written. Commissioner McKittrick seconded the motion with unanimous voice approval.

Sunrise Daycare Update – Reagan Breeden presented the update on the Daycare. The new daycare facility that Reagan is wanting to build is still in the financing process. If needed she will report back to the Board next month with any details. She was approached by another daycare provider to possibly move in to the Sunrise Daycare once Reagan has moved into her new building. All of this information will be brought back to the Board when things are definitive. Reagan also mentioned possibly placing a new ornate fence she had built for her new building, at the Sunrise Daycare facility if the project fell through. This discussion will also be brought back to the Board if necessary.

Rehab Loan Program – Presented by Craig Raymond and Maria Porter. The CDBG program was transferred from Neighborworks to the City and the City would like the Housing Authority Board to remain as the Loan Committee for the CDBG projects. The Housing Authority had three Board members absent from the April Board meeting. This will be brought back to the Board meeting next month so all Board members can discuss the CDBG program.

Resolution 940 Approving Vacated Tenant Accounts Written Off for Period Ending March 30, 2018 was received and reviewed. Commissioner Gates made a motion to approve Resolution 940 as written. Commissioner Hart seconded the motion with unanimous voice approval.

Board Member Recommendation on Tenant Commissioners was received and reviewed. Discussion was held and the two current tenant commissioners are interested in serving their own two year terms. There were no other applicants. No recommendation took place as we had no quorum (the tenant commissioner could not vote to recommend herself) for this action. This will be brought back to the Board next month. Mike McCleary's term ends June 30, 2018 and we received no applications. This Board position will be advertised for three more weeks and be brought back to the Board at that time.

Scholarships were received and reviewed. There was only one eligible application for the scholarship. Commissioner McKittrick made a motion to approve the \$1100 scholarship to Theodora Kessel. Commissioner Hart seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of March, 2018. Commissioner Hart made a motion to ratify cash disbursements, (see beginning and ending check numbers). Commissioner McKittrick seconded the motion with unanimous voice approval.

## **BOARD MEMBER REPORTS AND ANNOUNCEMENTS**

### **COMMUNICATIONS**

Thank you letter to Laabs Construction  
Community Police Officer Update

### **PUBLIC COMMENT**

There being no further business to come before the Board, Commissioner Hart made a motion to adjourn. Commissioner Gates seconded the motion. The meeting was adjourned by Vice Chairperson Boyle at 1:52 p.m. The next Board meeting will be held on Thursday, May 17, 2018 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

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Kevin Hager, Secretary

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Joseph Boyle, Vice Chairperson