

Great Falls Housing Authority Board of Commissioner's Meeting March 16, 2011

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met in regular session at 1500 Chowen Springs Loop on Wednesday, March 16th, 2011. The meeting was called to order at 12:23 p.m.

PRESENT: Howard Corey, Chairperson; Mike McCleary, Vice Chairperson; Jim Weber, Commissioner; Tim McKittrick, Commissioner; Marquita Ogawa, Commissioner; Howard Eitzen, Commissioner

ABSENT: Joe Boyle, Commissioner

ALSO PRESENT: Kevin Hager, Executive Director; Chris Tinsley, Maintenance Supervisor; Linda Guinan, Administrative Assistant

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

MT 2-1 AND 2-2 REMODEL

Hessler Architects have been designing the floor plan of the entire MT 2-1 building type on CAD. Once we demo a building inside, they will be able to review the original construction and begin final design. Exterior design is dependent on the weather. Staff is awaiting three more tenant transfers, and then will begin the environmental testing and demo.

SAND HILLS II PROJECT

The roof at Sand Hills was "dried in" a few weeks ago but the recent snowfall/cold has halted the shinglers. They are scheduled to finish next week (week of 3/14/11). Plumbing, electrical, gas piping have all been completed and inspected. ProBuild finished insulating last week and the sheet rockers begin Monday, 3/7/11. Talcott is still ahead of schedule, but we may lose some of that time due to frozen ground. The concrete and paving cannot begin until the frost is completely out of the ground. Scheduled next....the soffit/fascia, siding, and attic insulation.

COMMUNITY POLICE REPORT

Commissioners stated that they would like to see another "Base Month" for total calls on the monthly Community Police Report. Another base month, August, 2006, will be added to the report.

OLD BUSINESS

The Housing Authority received a letter from HUD responding to the HA's appeal of the PHAS scores. The designation of Standard Performer will remain.

The Board reviewed the amended Community Based Policing Agreement which has been approved by the City Commission. Commissioner Weber recommended that the next contract more clearly define "40 hours in each six month period" in paragraph 1.

The Board reviewed correspondence from City Attorney Jim Santoro authorizing the GFHA to release funds to Westchester Fire Insurance Co. who provided construction performance and payment bonds on behalf of Laabs Construction for the Sand Hills Project, Phase I. All claimants' releases have been received, and a payment in the amount of \$21,709.50 has been sent to Westchester Fire Insurance as full and final payment of the amount retained relating to Sand Hills Phase I.

NEW BUSINESS

The minutes from the February 17th, 2011 meeting were received and reviewed. Board members felt that the personal information contained in the February 17th, 2011 minutes for two Permissive Transfer Requests should be removed, and that only the initials of the tenants be used. Commissioner Weber made a motion to approve the minutes as amended. Vice Chairperson McCleary seconded the motion with unanimous voice approval.

The Board reviewed Resolution 865 approving vacated tenant accounts written off for period ending March 31, 2011 in the amount of \$28,741.95. Commissioner Weber made a motion to approve Resolution 865. Commissioner Ogawa seconded the motion with unanimous voice approval.

HUD notified the Great Falls Housing Authority that assistance for Grandview Plaza must be converted from project-based to tenant-based for 44 units. HUD is inviting the GFHA to submit an application for Housing Choice Vouchers for the Section 236-occupied units in this development. Since the Housing Authority currently has 46 vouchers not being leased, Staff would like to use twenty of those vouchers for tenants at Grandview, leaving only 24 additional vouchers needing to be administered by the Housing Authority. Commissioner McKittrick made a motion to submit a proposal to HUD, requesting that the Housing Authority utilize 20 of our existing vouchers, and accept 24 additional vouchers from HUD. Commissioner Weber seconded the motion with unanimous voice approval.

Commissioner McKittrick made a second motion stating that if HUD rejects the request authorizing the Housing Authority's use of 20 existing vouchers, that the Housing Authority accept all 44 vouchers for Grandview Plaza units. Vice Chairperson McCleary seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of February, 2011. Vice Chairperson McCleary made a motion to ratify cash disbursements, (see beginning and ending check number list). Commissioner Eitzen seconded the motion with unanimous voice approval.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

COMMUNICATIONS

PUBLIC COMMENT

There being no further business to come before the Board, Commissioner Weber made a motion to adjourn. Commissioner Ogawa seconded the motion. The meeting was adjourned by Chairperson Corey at 1:44 p.m.

Respectfully Submitted By:

Approved By:

Kevin Hager, Secretary

Howard Corey, Chairperson