

**Great Falls Housing Authority  
Board of Commissioner's Meeting  
April 18, 2013**

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**CALL TO ORDER**

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, April 18th, 2013. The meeting was called to order at 12:06 p.m. by Chairperson, Jim Weber.

**PRESENT:** Jim Weber, Chairperson; Jon McCarty, Vice Chairperson; Joe Boyle, Commissioner; Dan Price, Commissioner; Cal Gilbert, Commissioner.

**ABSENT:** Mike McCleary, Commissioner, Marquita Ogawa, Commissioner

**ALSO PRESENT:** Kevin Hager, Executive Director; Greg Sukut, Program Supervisor; Cindy Hoscheid, Administrative Assistant.

**EXECUTIVE DIRECTOR REPORT**

**ADMINISTRATIVE REPORT**

**MT 2-1 REMODEL**

Housing Staff is nearly complete with finish items on both buildings and anticipate the first part of May for the units to be ready for leasing.

The electrical contractor and the mechanical contractor have satisfied their responsibilities under their contracts. Their affidavits have been posted the month of March in the paper, with no response. Staff and the architect would like approval by the board to make final payment to B & B Heating and Liberty Electric for their retention held at this time.

**SAND HILLS PHASE 3**

Sand Hills Phase 3 and the final inspections are complete. All landscaping and sprinklers have been installed. The appliances and window coverings have been installed. The building is ready for lease up, pending final retainage payout.

**SAND HILLS PHASE 4**

Sand Hills Phase 4 and the final inspections are complete. All landscaping and sprinklers have been installed. The appliances and window coverings have been installed. The building is ready for lease up, pending final retainage payout.

**HOUSING AUTHORITY 75<sup>th</sup> ANNIVERSARY**

Staff is trying to locate a photographer to take pictures. Need Board of Commissioners letter from Chairperson. What budget are we looking at to cover expenses? The Board held discussion and Commissioner Price motioned to approve up to \$5,000.00 for the budget. Commissioner Gilbert seconded the motion with unanimous voice approval.

**PETITIONS**

### **OLD BUSINESS**

The Bankruptcy Update from Electric City Power was presented by Patrick Watt. Discussion was held and he presented three options that the Housing Authority can proceed on. First one is to breach the 42 year contract, second is to honor the contract or third is to draft a letter to ECP suggesting HA could bring a Declaratory Judgement Action. Discussion was held and Vice Chairperson McCarty made the motion to accept option #3 to draft a letter to the Electric City Power as stated by Patrick. Commissioner Joe Boyle seconded the motion with unanimous voice approval.

Unilateral Change Order #2 for Mealey Construction was presented by Scott Floerchinger and Marv Hessler. Discussion was held and Vice Chairperson McCarty made the motion to approve Unilateral Change Order #2 in the amount of \$7,791.00. Commissioner Gilbert seconded the motion with unanimous voice approval.

The JC Drywall claim against Mealey Construction was discussed. It was decided to have Marv Hessler draft a letter to Mealey Construction stating that the Board approved Unilateral Change Order #2 but with the intention that he also pay Thorson Painting the balance of \$1242.00.

### **NEW BUSINESS**

The March Board minutes were received and reviewed. There needs to be an amendment to follow under Old Business that states, "the Board directed staff to review all items in Change Order #2 and summarize the recommendations and responses." Staff has done this. Vice Chairperson McCarty made a motion to approve the March minutes as amended. Commissioner Price seconded the motion with unanimous voice approval.

United Materials – MT 2-1 Phase 1 – Change Order #5 for additional sidewalk and concrete retaining wall construction work. Commissioner Boyle made a motion to approve Change Order #5 in the amount of \$21,225.00. Commissioner Gilbert seconded the motion with unanimous voice approval.

United Materials – MT 2-1 Phase 1 – Change Order #6 for sod placement. Commissioner Gilbert made a motion to approve Change Order #6 in the amount of \$44,450.00. Commissioner Boyle seconded the motion with unanimous voice of approval.

Final Payment to United Materials for all work completed. Commissioner Boyle made a motion to approve the Final Payment which includes Change Orders #5 and #6 in the amount of \$68,020.00. Commissioner Price seconded the motion with unanimous voice approval.

Final Payment to Mealey Construction was presented by Marv Hessler. The final payment request is for the amount of \$37,897.49 with \$3,000.00 being retained until the lien release for JC Drywall is received. Commissioner Boyle made the motion to

approve the final payment in the amount of \$34,897.49. Vice Chairperson McCarty seconded the motion with unanimous voice approval.

HOME Deed Restriction Agreement for Sand Hills Phase 1 was received and reviewed. Commissioner Boyle made the motion to approve the HOME Deed Restriction Agreement for Sand Hills Phase 1. Commissioner Gilbert seconded the motion with unanimous voice approval.

The Great Falls Housing Authority is proposing again this summer to offer swimming pool passes for Public Housing and Section 8 children. The passes will be for the Great Falls High School swimming pool and the Electric City Water Park, pool area only. The Great Falls High School will charge \$1.50 per pass and the Electric City Water Park will charge \$2.00 per pass. GFHA would like to purchase 50 passes from Great Falls High School for a total of \$75.00 and purchase 400 passes from Electric City Water Park for a total of \$800.00. The combined total is \$875.00. Commissioner Boyle made a motion to approve purchasing 450 swimming pool passes for a total of \$875.00 with the emphasis that if we needed to purchase more we could within reason. Commissioner Price seconded the motion with unanimous voice approval.

The Board reviewed an application from Makayla Bishop for the Housing Authority Scholarship in the amount of \$500.00. The Board decided that a current scholarship recipient would be eligible to apply in next year's scholarship round provided they still meet the scholarship requirements. Commissioner Price made a motion to award a scholarship in the amount of \$500.00 to Makayla Bishop. Commissioner Gilbert seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of March 2013. Vice Chairperson McCarty made a motion to ratify cash disbursements, (see beginning and ending check numbers). Commissioner Gilbert seconded the motion with unanimous voice approval.

The mechanical contractor has satisfied their responsibilities under their contract for the Parkdale project and have posted their affidavits in the paper with no response. Staff and Architect would like the approval of the Board to make final payment to B & B Heating in the amount of \$7,026.10. Commissioner Boyle made a motion to approve final payment in the amount of \$7,026.10. Commissioner Gilbert seconded the motion with unanimous voice approval.

The electrical contractor has satisfied their responsibilities under their contract for the Parkdale project and have posted their affidavits in the paper with no response. Staff and Architect would like the approval of the Board to make final payment to Liberty Electric in the amount of \$3,014.80. Commissioner Gilbert made the motion to approve final payment in the amount of \$3,014.80. Commissioner Price seconded the motion with unanimous voice approval.

## **BOARD MEMBER REPORTS AND ANNOUNCEMENTS**

**COMMUNICATIONS**

Reply letter from Senator Jon Tester on the Impacts of Budget Sequestration on Housing Programs was received and reviewed.

**PUBLIC COMMENT**

There being no further business to come before the Board, Commissioner Gilbert made a motion to adjourn. Vice Chairperson, McCarty seconded the motion. The meeting was adjourned by Chairperson Weber at 2:00 p.m. The next Board meeting will be held on Thursday, May 16th, 2013 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

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Kevin Hager, Secretary

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Jim Weber, Chairperson