

**Great Falls Housing Authority
Board of Commissioner's Meeting
November 21, 2013**

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, November 21, 2013. The meeting was called to order at 12:08 p.m. by Chairperson Jim Weber.

PRESENT: Jim Weber, Chairperson, Jon McCarty, Vice Chairperson; Michael McCleary, Commissioner, Dan Price, Commissioner; Marquita Ogawa, Commissioner, Cal Gilbert, Commissioner.

ABSENT: Joe Boyle, Commissioner

ALSO PRESENT: Kevin Hager, Executive Director; Chris Tinker Accounting Supervisor; Cindy Hoscheid, Administrative Assistant.

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

Stutsman Counter Claim

We have a resident by the name of Lisa Stutsman who did not pay her rent. They were given a 14 day notice to pay or vacate which they did not do. We filed in justice court for possession of the unit. Ms. Stutsman filed a counter claim alleging harassment, and asking for \$10,000 in damages and to be allowed to continue to reside in the unit until they move to Washington. The city attorney handles our evictions, but if it is alleged harassment, discrimination or other legal matters, Patrick Watt with the Jardine, Stephenson, Blewett and Weaver firm handles them. Please see attachment.

I believe we have coverage under our tenant liability portion of the policy.

Austin Hall Storage Area

Environmental testing of the old cafeteria floor material and wall paint was completed the week of 11/12/13. The samples will be sent to a lab for results. After results are returned, Staff then can pursue demo services.

Parkdale Remodel Phase 2

Draft plans are being reviewed by Staff for the proposed work to the 4-plex. Comments should be complete by Thanksgiving. Environmental testing was also completed the week of 11/12/13 to this building with lab results due back in a week. After results, demo services will be secured and this work will begin.

Sunrise Court Stabilization Bldg S-6

Drawings have been received and are being prepared for bidding. Expect bids to be received by the middle of December.

HAP Inquiry

Please see attachment.

OLD BUSINESS

NEW BUSINESS

The August Board minutes were received and reviewed. Commissioner McCleary made a motion to approve the October 2013 minutes as written. Commissioner Gilbert seconded the motion with unanimous voice approval.

Resolution No 895 – Approving Capital Fund Grant 2013 was received and reviewed. Commissioner McCleary made a motion to approve the resolution in the amount of \$663,004.00. Vice Chairperson McCarty seconded the motion with unanimous voice approval.

Community Police Officer Contract Revision – This contract is being brought to the Board again because the previous Police Officer Contract that was approved had the wrong salary amounts. The new salary amounts are due to changes in Police Officers who will be on the schedule. The new contract was received and reviewed. Commissioner Gilbert made a motion to approve the revised Community Based Policing Agreement in the amount of \$42,831.20. Commissioner Ogawa seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of October 2013. Commissioner Ogawa made a motion to ratify cash disbursements, (see beginning and ending check numbers). Commissioner Price seconded the motion with unanimous voice approval.

BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Chairperson Weber mentioned that the election of new Officers will be in December.

COMMUNICATIONS

Justification of Contractor for Sunrise Court – S & H Aluminum was presented. This notice is for informational purpose only. No motion is needed by the Board.

Letter to Department of Commerce – 3% Replacement Reserve from Holland Court was presented. Staff has been in contact with the Montana Board of Housing and they asked in a voice message if the Housing Authority has any improvements that needed to be done or have been done to justify the use of this money. Staff will get more information from the Montana Board of Housing and keep the Board informed.

PUBLIC COMMENT

There being no further business to come before the Board, Commissioner McCleary made a motion to adjourn. Vice Chairperson McCarty seconded the motion. The meeting was adjourned by Chairperson Weber at 1:08 p.m. The next Board meeting will be held on Thursday, December 19th, 2013 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Kevin Hager, Secretary

Jim Weber, Chairperson