

**Great Falls Housing Authority
Board of Commissioner's Meeting
September 18, 2014**

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, September 18, 2014. The meeting was called to order at 12:45 p.m. by Vice Chairperson Joe Boyle.

PRESENT: Joe Boyle, Vice Chairperson, Jim Weber, Commissioner, Mike McCleary, Commissioner, Dan Price, Commissioner; Cal Gilbert, Commissioner, Marquita Ogawa, Commissioner

ABSENT: Jon McCarty, Chairperson

ALSO PRESENT: Kevin Hager, Executive Director; Chris Tinsley, Maintenance Supervisor, Cindy Hoscheid, Administrative Assistant

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

MT 2-1 Site Improvements

The site improvements and basketball court are complete. Final acceptance and payment are included for Board approval. The original bid was for \$435,196.70. The final cost including Change Orders #1 and #2 and miscellaneous field directives are \$480,940.82. The final payment request is for \$51,826.78. Staff would like to thank United Materials for their participation and performance on a job well done.

Sunrise Court Structural Review

Staff has contacted Allen Stansbury (Morrison Maierle Inc.) and met with him in the 3-Plex building that is having the settling problems. Allan reviewed the problems and will look the plans over to determine proposal costs. Staff will present this at next month's meeting.

Bldg 7-F Remodel

This project is about 95% complete with miscellaneous interior items and site sodding left to complete. Staff anticipates October 1st as the completion date. Five contractors have made a request for final payment (see in-closed pay requests). The project has progressed very well with all the contractors involved.

New Housing Authority Sign

The sign posts have been placed and the sign is made. The powder coat finish needs to be applied to the sign and then the placement of the sign and masonry work can be completed.

New Garbage Dumpsters

The Housing Authority owns dumpsters on the main site that are worn out and constantly having to be rebuilt. Staff has been gathering quotes for new dumpsters and possibly rhino lining them which would extend their life span. No dollars were approved for this year's budget. Staff and Chris Tinker would request \$20,000 approved for a new vehicle could be used for this request.

Fire Damaged Unit – 1630 Chowen Springs Loop

Staff has met with the Insurance adjuster and received their report back estimating damage and refurbishing at \$28,000. Staff is now receiving proposals from contractors to perform this work.

One on One Learning

One on One Learning is a non-profit tutoring company that is working directly with the Great Falls School District that provides free tutoring for students who qualify. They used the Dronen Hall facility last year and had a good turnout and want to extend their appreciation for being able to use our facility to help the students. They have scheduled the use of Dronen Hall again for this year on Monday's and Wednesday's starting the second week in October and running through December.

OLD BUSINESS

NEW BUSINESS

The August Board minutes were received and reviewed. Commissioner Weber made a motion to approve the minutes as written. Commissioner Ogawa seconded the motion with unanimous voice approval.

Born Learning Trail – United Way presentation was made by Kim Skornogoski. The Born Learning Trail will create a valuable community resource for early learning because it promotes learning in a fun and interactive way. Trail activities include tangible steps for parents, caregivers and community members to engage in learning with their children. United Way will also hold an activity carnival in Chowen Springs Park on Make a Difference Day, Saturday, October 25th, 2014. GFHA Staff will determine where the signs will be placed. If it is ever necessary to remove the signs, United Way would be responsible for the removal and repair of the sod. Discussion was held and Commissioner Gilbert made a motion to approve the Born Learning Trail and the carnival. Commissioner McCleary seconded the motion with unanimous voice approval.

MT 2-1 Phase 2 – Change Order #3 – Extra Site Work – United Materials was received and reviewed. Discussion was held and Commissioner Weber made a motion to approve Phase 2 – Change Order #3 to United Materials in the amount of \$25,469.25. Commissioner Ogawa seconded the motion with unanimous voice approval.

MT 2-1 Phase 2 – Final Payment – United Materials was received and reviewed. Commissioner Weber made a motion to approve the final payment to United Materials

in the amount of \$51,826.78. Commissioner McCleary seconded the motion with unanimous voice approval.

MT 2-1 Phase 2 – Final Payment – Egan Masonry was received and reviewed. Commissioner McCleary made a motion to approve the final payment to Egan Masonry in the amount of \$4,500.00. Commissioner Ogawa seconded the motion with unanimous voice approval.

MT 2-1 Phase 2 – Final Payment – Klinefelter’s Insulation, LLC was received and reviewed. Commissioner McCleary made a motion to approve the final payment to Klinefelter’s Insulation, LLC in the amount of \$4,963.00. Commissioner Price seconded the motion with unanimous voice approval.

MT 2-1 Phase 2 – Final Payment – United Electric was received and reviewed. Commissioner Gilbert made a motion to approve the final payment to United Electric in the amount of \$12,300.00. Commissioner Weber seconded the motion with unanimous voice approval.

MT 2-1 Phase 2 – Final Payment – GB Drywall was received and reviewed. Commissioner Ogawa made a motion to approve the final payment to GB Drywall in the amount of \$4,200.00. Commissioner Weber seconded the motion with unanimous voice approval.

MT 2-1 – Phase 2 – Final Payment – T & B Construction, Inc. was received and reviewed. Commissioner Price made a motion to approve the final payment in the amount of \$7,900.00. Commissioner Ogawa seconded the motion with unanimous voice approval.

Agreement for Services – Sunrise Bldg S-1 – Morrison-Maierle, Inc. was received and reviewed. The scope of services shall include: structural only for design and detail to underpin current foundation for stability in the lean-fat clay. They would also provide Design Engineered stamped drawings to owner for contractor bidding and three site visits. Commissioner Gilbert made a motion to approve the agreement with Morrison-Maierle, Inc. in the amount of \$3,480.00. Commissioner Weber seconded the motion with unanimous voice approval.

The Board reviewed cash disbursements for the month of August 2014. Commissioner McCleary made a motion to ratify cash disbursements, (see beginning and ending check numbers). Commissioner Ogawa 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 McCleary 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, October 16th, 2014 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Kevin Hager, Secretary

Joe Boyle, Vice Chairperson