

**Great Falls Housing Authority  
Board of Commissioner's Meeting  
November 20, 2014**

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**CALL TO ORDER**

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, November 20, 2014. The meeting was called to order at 12:14 p.m. by Chairperson Jon McCarty.

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

**ABSENT:** Marquita Ogawa, Commissioner

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

**PETITIONS**

**EXECUTIVE DIRECTOR REPORT**

**ADMINISTRATIVE REPORT**

**NEW SIGN**

The new sign is now complete and is a great attraction coming into the Main Site.

**1630 CSL FIRE UNIT**

Demo of the 2<sup>nd</sup> floor walls and rewiring have been completed. Weather permitting, the spray sealing of all the exposed wood and roof deck can be sealed. Staff expects completion the first of the year.

**BLDG S-1 SUNRISE STABILIZATION**

Plans have been received and Staff, Engineer and Contractor have been reviewing to see if it is possible to minimize the extent and cost. Staff feels \$70,000 is too much and have asked the Engineer to work with the Contractor and re-evaluate the loads.

**CAPITAL DUPLEX (2) BUILDINGS REMODEL**

Staff has contacted the Engineers for Environmental Services for testing of the two duplexes on Chowen Springs Loop. Staff has also contacted contractors of this upcoming demo project.

**SECTION 8 PROGRAM**

The Housing Choice Voucher Program (Section 8) will start accepting applications on December 1, 2014.

**OLD BUSINESS**

## **NEW BUSINESS**

The October Board minutes were received and reviewed. Vice Chairperson Boyle made a motion to approve the minutes as written. Commissioner Price seconded the motion with unanimous voice approval.

Resolution 904 – Approving Vacated Tenant Accounts Written Off for Period Ending October 31, 2014 was received and reviewed. Commissioner McCleary made a motion to approve Resolution 904 in the amount of \$45,965.65. Commissioner Weber seconded the motion with unanimous voice approval.

Resolution 905 – Approving Vacated Holland Tenant Accounts Written Off for period Ending October 31, 2014 was received and reviewed. Commissioner Weber made a motion to approve Resolution 905 in the amount of \$2,103.94. Commissioner Gilbert seconded the motion with unanimous voice approval.

MT 2-1 Phase 2 – Basketball Court – Final Payment – United Materials was received and reviewed. Commissioner Gilbert made a motion to approve final payment to United Materials in the amount of \$3,130.04. Commissioner McCleary seconded the motion with unanimous voice approval.

GFHA Sign – 8<sup>th</sup> Ave S – Final Payment – Robinson Construction was received and reviewed. Commissioner Weber made a motion to approve final payment to Robinson Construction in the amount of \$2,785.00. Commissioner Price seconded the motion with unanimous voice approval.

Niton XLP Portable XRF Analyzer (Lead Based Paint Gun) was received and reviewed. Commissioner McCleary made a motion to approve the budget amendment of \$7200.00 Vice Chairperson Boyle seconded the motion with unanimous voice approval and Commissioner Weber abstaining.

Sole Source Justification – Thermal Scientific Portable Analytical Instruments was received and reviewed. This is for information only. There is no need for a motion.

The Board reviewed cash disbursements for the month of October 2014. Commissioner McCleary made a motion to ratify cash disbursements, (see beginning and ending check numbers). Vice Chairperson Boyle seconded the motion with unanimous voice approval.

## **BOARD MEMBER REPORTS AND ANNOUNCEMENTS**

### **COMMUNICATIONS**

Success Rate Payment Standard was received and reviewed. No action is required.

Ideas and suggestions were discussed on how to handle the time it takes to turn a unit around to lease up. This will be an on-going process that will take time to implement.

**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 Chairperson McCarty at 1:54 p.m. The next Board meeting and Annual meeting will be held on Thursday, December 18, 2014 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

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Kevin Hager, Secretary

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Jon McCarty, Chairperson