

**Great Falls Housing Authority
Board of Commissioner's Meeting
May 19, 2016**

CALL TO ORDER

The Great Falls Housing Authority Board of Commissioners met at 1500 Chowen Springs Loop on Thursday, May 19, 2016. The meeting was called to order at 12:37 p.m. by Vice Chairperson McCleary.

PRESENT: Joe Boyle, Commissioner, Dan Price, Commissioner, Mike McCleary, Vice Chairperson, Jim Weber, Commissioner, Jon McCarty, Commissioner, Marquita Ogawa, Commissioner,

ABSENT: Cal Gilbert, Chairperson

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

PETITIONS

EXECUTIVE DIRECTOR REPORT

ADMINISTRATIVE REPORT

HOLLAND COURT SITE RECONSTRUCTION

United Materials has mobilized on the site and began removal of concrete sidewalks and gravel that were settling and breaking. They also excavated around the crawl space entry wells where concrete walls will be installed. This is all part of the CDBG grant monies.

AUSTIN HALL FIRE ALARM SYSTEM UPGRADE

The contractor has been retrofitting the fire alarm system this past week. Awaiting arrival of new smoke detectors. After installation is complete the system will be tested through-out the building.

MT 2-1 BLDG 6B AND 6C

The Capital funds have finally arrived. Staff will begin receiving quotes for this work when the Holland Court project is complete.

OLD BUSINESS

Holland Court Email Approval on Proposals

NEW BUSINESS

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

Management Agreement was received and reviewed. The City of Great Falls made some revisions to it to be more consistent with other city documents. The Housing

Authority had Pat Watt, our legal representative look over the changes and he made minimal revisions as well. Commissioner Weber made a motion to approve the revised July 2016 Management Agreement as written. Commissioner Boyle seconded the motion with unanimous voice approval.

Holland Court Rehab was received and reviewed. Commissioner Weber made a motion to approve the expenditure of COCC reserve funds up to \$150,000 to complete work as needed at the Holland Court site. Commissioner Ogawa seconded the motion with unanimous voice approval.

Woith Engineering – Holland Court Fee Proposal was received and reviewed. Commissioner Ogawa made a motion to approve the Fee Proposal of \$18,555 to Woith Engineering. Commissioner Price seconded the motion with unanimous voice approval.

Holland Court – United Materials – Asphalt Paving was received and reviewed. Commissioner Price made a motion to the cost for mobilization/traffic control and \$4.35 per square foot for asphalt paving. Commissioner Weber seconded the motion with unanimous voice approval.

Holland Court – United Materials – Curb and Gutter was received and reviewed. Commissioner Weber made a motion to approve the cost for mobilization/traffic control and \$34.50 linear foot for concrete curb and gutter. Commissioner Ogawa seconded the motion with unanimous voice approval.

Change Order #1 – Holland Court – Concrete Dumpster Enclosure was received and reviewed. Commissioner Boyle made a motion to approve the concrete dumpster enclosure to United Materials in the amount of \$8,800. Commissioner Price seconded the motion with unanimous voice approval.

Resolution 922 – SEMAP was received and reviewed. Commissioner McCarthy made a motion to approve Resolution 922 as written. Commissioner Weber seconded the motion with unanimous voice approval.

Resolution 923 – Capital Fund Grant 2015 was received and reviewed. Commissioner Weber made a motion to approve Resolution 923 in the amount of \$680,279. Commissioner Ogawa seconded the motion with unanimous voice approval.

Resolution 924 – Capital Fund Grant 2016 was received and reviewed. Commissioner Boyle made a motion to approve Resolution 924 in the amount of \$691,410. Commissioner Ogawa seconded the motion with unanimous voice approval.

Scholarship Applications were received and reviewed. There was one high school and one college application received. Discussion was held and Commissioner Price made a motion to award the scholarship in the amount of \$1300 to Taryn Crawford. Commissioner Ogawa seconded the motion with unanimous voice approval.

Board Member Terms and Recommendations were received and reviewed. Commissioners Price and Ogawa left the meeting at 1:45 p.m. Discussion was held and Commissioner Weber made a motion to recommend to the City Commission

Timothy McKittrick, Marquita Ogawa and Kristy Vandenberg as the slated candidates for the vacancies. Commissioner Boyle seconded the motion with unanimous voice approval. Commissioners Ogawa and Price returned to the meeting at 1:55 p.m.

The Board reviewed cash disbursements for the month of April, 2016. Commissioner Boyle 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 Ogawa seconded the motion. The meeting was adjourned by Vice Chairperson McCleary at 2:00 p.m. The next Board meeting will be held on Thursday, June 16, 2016 at 12:00 p.m.

Respectfully Submitted By:

Approved By:

Kevin Hager, Secretary

Michael McCleary, Vice Chairperson