

Legend:
AGENDA - green
MINUTES - white
ATTACHMENTS - blue
RESOLUTIONS - yellow

HOUSING AUTHORITY OF THE CITY OF NORMAN
BOARD OF COMMISSIONERS
SPECIAL BOARD MEETING
MARCH 05, 2024
8:00 a.m.

Administration/Resident Initiatives Building
(Handicap Accessible)
700 North Berry Road
Norman, Oklahoma 73069

MINUTES

ITEM 1. ROLL CALL

Vice-Chairperson Ratliff declared a quorum present and called the meeting to order at 8:00 A.M.

COMMISSIONERS PRESENT:

Marianne Ratliff	Vice-Chairperson
Rick McKinney	Commissioner
Lee Lawrence	Commissioner
Peggy Stockwell	Commissioner

COMMISSIONERS ABSENT:

Jeff Cummins	Chairman
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STAFF PRESENT:

Karen Canavan	Executive Director
Barbra Ruth	Executive Assistant
Cristina Fuentes	Housing Supervisor

VISITORS PRESENT:

None

ITEM 2. PLEDGE OF ALLEGIANCE LED BY COMMISSIONER STOCKWELL.

ITEM

3. APPROVAL OF AGENDA

ACTION REQUESTED: A motion to approve the Agenda for the March 05, 2024, Special Board Meeting, as presented.

ACTION TAKEN: A motion was made by Commissioner McKinney and seconded by Commissioner Stockwell to approve the Agenda for the March 05, 2024, Special Board Meeting as presented. The following vote was recorded:

YEAS: All

NAYS: None

Vice-Chairperson Ratliff declared motion carried.

ITEM

4. CONSIDERATION OF BIDS FOR REPLACEMENT OF PUBLIC HOUSING UNIT STORM DOORS.

\$71,847.00 is budgeted within the 2023 Capital Fund Program (CFP) for the removal and installation of new storm doors.

As required by the NHA procurement process, the following three quotes were obtained:

Affinity Corporation	\$61,416.00
PBG Services	\$69,500.00
Carter Family Construction	\$52,920.00

Staff recommends Carter Family Construction as they are the lowest bid.

However, we would like to upgrade to a security door with glass to allow more light (an additional \$3,444). Consequently, staff recommends awarding the bid to Carter Family Construction in the amount of \$ 56,364.00.

Commissioner McKinney asked if all contractors quoted the same doors. Executive Director Canavan replied yes.

ACTION REQUESTED: Approve as presented.

ACTION TAKEN: A motion was made by Commissioner Stockwell and seconded by Commissioner McKinney to approve the Carter Family Construction bid in the amount of \$56,364.00 The following vote was recorded:

YEAS: All

NAYS: None

Vice-Chairperson Ratliff declared motion carried.

ITEM 5. RECOGNITION OF VISITORS

None

ACTION REQUESTED: No action necessary.

ACTION TAKEN: None

ITEM 6. COMMISSIONER'S COMMENTS

None

INFORMATION: This item appears on the Authority's Agenda for the Board to make comments and to afford an opportunity for citizens to address the Board.

ACTION REQUESTED: As desired by the Board.

ACTION TAKEN: None

ITEM 7. ADJOURNMENT

ACTION REQUESTED: A motion to adjourn the March 05, 2024, Special Board Meeting.

ACTION TAKEN: A motion was made by Commissioner Stockwell and seconded by Commissioner McKinney to adjourn the March 05, 2024, Special Board Meeting. The following vote was recorded:

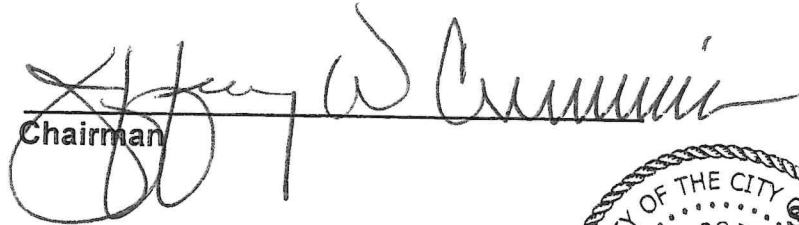
YEAS: All

NAYS: None

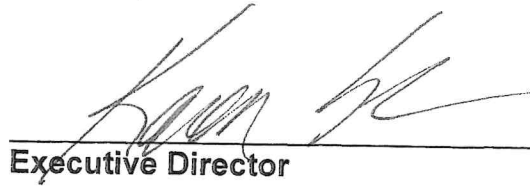
Vice-Chairperson Ratliff declared motion carried.

ADJOURNED AT 8:06 A.M.

PASSED AND ADOPTED THIS 8th DAY OF APRIL 2024.


Chairman

Attest By:


Executive Director

