

State of Texas
County of Tarrant
City of Grapevine

The Board of Commissioners of the Grapevine Housing Authority met in Regular Session on this the 27th day of June 2019 in the Conference Room of the Grapevine Housing Authority, with the following members present to wit:

Linda Troeger	Chair
Bonnie McHugh	Vice-Chair
Karen Rice	Finance Officer
Ethel Anderson	Resident Commissioner
Teri Rhodes-Cantu	Commissioner

Constituting a quorum, with the following also present:

Duff O'Dell	City Counsel Liaison
Jane Everett	Executive Director

CITIZENS COMMENTS

No Citizen comments.

REGULAR MEETING – CALL TO ORDER

Chairperson Troeger called the meeting to order at 4:30 p.m.

Item #1 Report of the Executive Director (Informational Only)

A. **Rent Delinquency and Information Sheet**

The Executive Director reported to the Board on the rent delinquencies, number of empty units, work orders and statistical information for the waiting list for Public Housing through June 24, 2019. The Executive Director updated the Board on the results of the annual waiting list confirmation mailing. The waiting list will open in August or September 2019; GHA will have a better idea in early July.

B. **Capital Funds Report and Work in Progress**

The Executive Director reported to the Board on the current Capital Funds and corresponding projects.

C. **Report of Public Housing Activity and Issues**

GHA is working with Cameron Alread Architects to replace the water main on Starr Place. The engineering drawings are almost complete. After review with the GHA staff, the ads will be place in the paper requesting bids.

D. **Minutes from the Resident Advisory Meetings held March and April 2019**

The Board was provided the minutes from the May picnic and June 2019 Resident Advisory Board meeting.

NEW BUSINESS

Item #2 - Consideration of the minutes from the April 25, 2019 meeting and take any necessary action.

The Board was provided the minutes from the April 25, 2019 meeting for approval, they requested changes to the minutes which were noted.

Commissioner Rice moved and Commissioner Rhodes-Cantu seconded to accept the April 25, 2019 minutes as amended.

Ayes: Troeger, McHugh, Rice, Anderson & Rhodes-Cantu
Nays: None

Motion passed

Item #3 - Consideration and approval of Resolution No. 19-07, to authorize the Grapevine Housing Authority to participate in the TIPS Purchasing Cooperative and to appoint the Executive Director to be the primary signatory.

The Board was presented with information regarding the TIPS Purchasing Cooperative and the benefits.

Commissioner McHugh moved and Commissioner Anderson seconded to adopt Resolution No. 19-07 to authorize the Grapevine Housing Authority participate in the TIPS Purchasing Cooperative and to appoint the Executive Director to be the primary signatory.

Ayes: Troeger, McHugh, Rice, Anderson & Rhodes-Cantu
Nays: None

Motion passed

Item #4 - Consideration and approval of Resolution No. 19-08 to approve the Executive Director to enter into a contract with Paragon Roofing Inc.

The Board was provided with the TIPS vetting pricing spreadsheet for each building that is scheduled to get a new roof and a copy of the contract with Paragon Roofing Inc. There was a discussion whether the housing authority should upgrade the shingles from class III to class IV shingles. It was decided to approve the contract as is, the Executive Director will let the Board know the benefits of an upgrade and if they want to take action another meeting would be called.

Commissioner Rhodes-Cantu moved and Commissioner McHugh seconded to adopt Resolution 19-08 to allow the Executive Director to enter into a contract with Paragon Roofing Inc.

Ayes: Troeger, McHugh, Rice, Anderson & Rhodes-Cantu
Nays: None

Motion passed

Item #5 - Consideration and approval of Resolution No. 19-09, to authorize the Executive Director to enter into a contract with Cande Lawn Services.

The contract with Cande Lawn Services was not available for approval. The Board did not want to hold up engaging a lawn service, they made the decision to amend the resolution to include "a comparable lawn company".

Commissioner Rice moved and Commissioner McHugh seconded to adopt Resolution 19-09 as amended, to allow the Executive Director to enter into a contract with Cande Lawn Services or a comparable company.

Ayes: Troeger, McHugh, Rice, Anderson & Rhodes-Cantu
Nays: None

Motion passed

Item #6 - Consideration and acceptance of the March and April 2019 monthly financial statements and take any necessary action.

The Board was provided an electronic copy of the financial statements for the months of March and April 2019. Commissioner Rice reviewed the March and April 2019 financial statements and found them to be acceptable

Commissioner Rice moved and Commissioner Rhodes-Cantu seconded to accept the March and April 2019 financial statements.

Ayes: Troeger, McHugh, Rice, Anderson & Rhodes-Cantu
Nays: None

Motion passed

Item #7 - Report by the Ex Officio member of the Senior Advisory Board on the April 2, 2019 meeting.

Commissioner Rhodes-Cantu and City Council member Duff O'Dell updated the Board on the Senior Advisory Board meeting held April 4, 2019. The Senior Advisory Board does not have bylaws nor a mission statement; a decision was made to draw up those documents.

No action taken.

ADJOURNMENT

Commissioner McHugh moved and Commissioner Anderson seconded that the meeting be adjourned.

Ayes: Troeger, McHugh, Rice, Anderson & Rhodes-Cantu
Nays: None

Motion passed. Meeting adjourned at 5:19 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE GRAPEVINE HOUSING AUTHORITY
ON THE 25th DAY OF JULY 2019.

APPROVED:



Bonnie McHugh, Vice Chair

ATTEST:



Jane Everett
Executive Director