

State of Texas
County of Tarrant
City of Grapevine

The Board of Commissioners of the Grapevine Housing Authority held a public hearing and then met in Regular Session on this the 26th day of September 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 Council Liaison
Jane Everett	Executive Director

PUBLIC HEARING called to order at 4:31

Item #1 Public Hearing to obtain input from the city residents in reference to the 5 Year Capital Action Plan for 2020 - 2024, 2020 Annual Plan, Revised 2017, 2018 and 2019 Annual Plans, and Dwelling Lease and Addendums.

No citizen comments.

Public Hearing closed 4:32

CITIZENS COMMENTS

No Citizen comments.

REGULAR MEETING – CALL TO ORDER

Chairperson Troeger called the meeting to order at 4:32 p.m.

Item #2 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 August 19, 2019. The Executive Director updated the Board the waiting list was open in August and there were 1259 applicants.

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

Grapevine Housing Authority has a large senior population. There are several residents that are declining and the staff is working with GRACE to help ensure they have the proper resources available.

D. Minutes from the Resident Advisory Meetings held July 19, and August 16, 2019

The minutes from the September 20, Resident Advisory Board meeting were presented to the Board.

NEW BUSINESS

Item #3 - Consideration of the minutes from the August 22, 2019 meeting and take any necessary action.

The Board was provided the minutes from the August 22, 2019 meeting for approval.

Commissioner Rice moved and Commissioner Rhodes-Cantu seconded to accept the August 22, 2019 minutes as presented.

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

Motion passed

Item #4 - Consideration and acceptance of Resolution No. 19-12 approving and accepting the changes to the Agency's Admissions and Continued Occupancy Policy (ACOP), Dwelling Lease, Addendums, Revised 2017 – 2019 Annual Plans, 2020 Capital Plan and 5-Year Capital Action Plan for 2020-2024

The Board was presented with the electronic revisions to the following documents for their review: Agency's Admissions and Continued Occupancy Policy (ACOP), Dwelling Lease, Addendums, Revised 2017 – 2019 Annual Plans, 2020 Capital Plan and 5-Year Capital Action Plan for 2020-2024.

Commissioner Rice moved and Commissioner McHugh seconded to approve Resolution 19-12 to adopt the revised Admissions and Continued Occupancy Policy (ACOP), Dwelling Lease, Addendums, Revised 2017 – 2019 Annual Plans, 2020 Capital Plan and 5-Year Capital Action Plan for 2020-2024.

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

Motion passed

Item #5 - Consideration and approval of Resolution No. 19-13, to adopt the 2020 flat rent schedule.

The Board was presented with the 2020 Flat Rent schedule which is based on the Fair Market Rent posted annually by HUD.

Commissioner Rhodes-Cantu moved and Commissioner Anderson seconded to adopt Resolution No. 19-13 to adopt the 2020 Flat Rent Schedule.

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

Motion passed

Item # 6 - Consideration and approval of Resolution No. 19-14 to approve the Executive Director to enter into an agreement with Covarrubias Construction to replace the water distribution system on Starr Place.

The Board was presented with the scope of the work to replace the 2" water distribution system and the bids from the two companies that responded to the request for bid.

Commissioner Rhodes-Cantu moved and Commissioner McHugh seconded to approve the Executive Director to enter into a contract with the lowest bidder Covarrubias Construction for the amount of \$98,574 to replace the water distribution system on Starr Place.

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

Motion passed

Item # 7 - Consideration and acceptance of Resolution No. 19-15 the year-to-date December 31, 2018 audited financial statements and take any necessary action.

The Board was provided an electronic draft copy of the audit report, which there were no findings. The Executive Director informed the Board the draft is the final version of the audit report. Commissioner Rice suggested the Board vote to "receive" the audit report since they did not review the final audit report but the minutes needed to reflect the Board's review of the document. It was determined a resolution was not necessary.

Commissioner Rice moved and Commissioner McHugh seconded the amended motion to receive the Fiscal Year 2019 Audit Report.

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

Motion passed

ADJOURNMENT

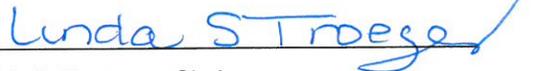
Commissioner McHugh moved and Commissioner Rhodes-Cantu seconded that the meeting be adjourned.

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

Motion passed. Meeting adjourned at 5:32 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE GRAPEVINE HOUSING AUTHORITY
ON THE 21st DAY OF NOVEMBER 2019.

APPROVED:



Linda Troeger, Chair

ATTEST:



Jane Everett

Executive Director