

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 19th day of November 2020 in the City Managers Conference Room, Second Floor, 200 South Main Street, with the following members present to wit:

Linda Troeger	Chair
Bonnie McHugh	Vice-Chair, Finance Officer
Ethel Anderson	Resident Commissioner
Teri Rhodes-Cantu	Commissioner
Shonda Schaefer	Commissioner

Constituting a quorum, with the following also present:

Duff O'Dell	City Council Liaison
Jane Everett	Executive Director

Members of the public were invited to participate by telephone by a number posted on the agenda. Present by teleconference:

Kenya Sapp	Resident
Sharon Wood	Resident
Creusa Madeira	Resident

PUBLIC HEARING

Chairperson Troeger called the meeting to order at 4:33 p.m.

Item #1 Public Hearing to obtain input from the city residents in reference to the changes to the to the Dwelling Lease, Admission and Continued Occupancy Policy changes, and the 2021 – 2025 Five Year Budget.

Ms. Sapp and Ms. Wood asked when the housekeeping inspections were going to be held. Executive Director Everett replied with the Coronavirus numbers increasing in Tarrant County, housekeeping inspection have not been scheduled.

Ms. Madeira also asked when the office would be conducting housekeeping inspections. Executive Director Everett replied with the Coronavirus numbers increasing there were no plans to conduct housekeeping inspections this year and would be reevaluated in 2021.

Public Hearing closed 4:37

REGULAR MEETING – CALL TO ORDER

Chairperson Troeger called the meeting to order at 4:37 p.m.

CITIZENS COMMENTS

Item #2

No Citizen comments.

Item #3 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 November 19, 2020.

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

The fiscal year 2019 audit is continuing and should be completed soon.

The Executive Director provided the board with an update on the two outstanding evictions.

D. Update the Board on the additional HUD CARES Act funds.

The Executive Director updated the Board that the \$21,005 allocated to Grapevine Housing Authority has been consumed.

E. Update the Board on HUD CARES Act waivers for alternative processes for statutory and regulatory requirements GHA has implemented.

The Executive Director updated the Board there have been two new HUD CARES Act Waivers adopted:

- Extension of financial reporting deadline for the reporting of the fiscal year 2019 audit.
- Extension of the reporting of the 5-Year plan submission date.

F. Quarterly Investment Report for Quarter 3 2020

The Executive Director presented the Quarterly Investment Report to the Board of Commissioners.

NEW BUSINESS

Item #4 - Consideration of the minutes from the September 24, 2020 meeting and take any necessary action.

The Board was provided the minutes from the September 24, 2020 meeting for approval.

Commissioner Rhodes-Cantu moved and Commissioner McHugh seconded to accept the September 24, 2020 minutes as presented.

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

Motion passed

Item #5 - Consideration and approval of Resolution No. 20-10 to adopt the revised PHA Annual Plans for 2019 and 2020, the Five Year Capital Plan for 2021 -2025, the Annual Plan for 2021, the Admissions and Continued Occupancy Plan (ACOP), Dwelling Lease and Addendums.

The Board was presented with electronic changes to the Dwelling Lease, ACOP and budgets. Executive Director pointed out a change to the 5 Year Plan where a new line was added for "Operations".

Commissioner Schaefer moved and Commissioner McHugh seconded to approve Resolution No. 20-10 to adopt the revised Dwelling Lease, Admission and Continued Occupancy Plan (ACOP), the 2019 and 2020 Annual Plans and the 2021 – 2025 Five Year plan.

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

Motion passed

Item #6 - Consideration and approval of Resolution No 20-11 to approve after the fact, the Executive Director entering into a contract with Carol Tharpe & Associates for investigative services.

The Board was presented with the contract between Carol Tharpe & Associates and the Grapevine Housing Authority for review. The Board asked questions regarding the nature of the investigative work.

Commissioner Rhodes-Cantu moved and Commissioner Anderson seconded to accept Resolution No 20-11 to approve the Executive Director to enter into a contract with Carol Tharpe & Associates after the fact.

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

Motion passed

Item #7 - Consideration and approval of GHA salary increases.

The Board was presented with the current and proposed salaries for the Grapevine Housing staff. Commissioner Schaefer asked if the increases were merit based or market based. Executive Director replied the increases were due to an increase in duties.

Commissioner Rhodes-Cantu moved and Commissioner Anderson seconded to approve the salary increase for the Grapevine Housing Authority staff.

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

Motion passed

Item #8 - Consideration and acceptance of the August and September 2020 monthly financial statements and take necessary action.

The Executive Director presented the board with electronic copies of the August and September financial statements for review.

Commissioner McHugh moved and Commissioner Anderson seconded to accept the August and September 2020 financial Statements.

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

Motion passed

ADJOURNMENT

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

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

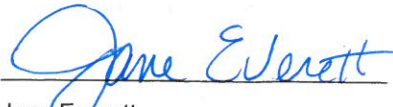
Motion passed. Meeting adjourned at 5:29 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE GRAPEVINE HOUSING AUTHORITY ON THE 17TH DAY OF DECEMBER 2020.

APPROVED:


Linda Troeger, Chair

ATTEST:


Jane Everett

Executive Director