

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 22nd day of December 2021, in the Conference Room of the Grapevine Housing Authority, 131 Starr Place, with the following members present to wit:

Linda Troeger	Chair
Bonnie McHugh	Vice Chair/Finance
Bettye Bratcher	Resident Commissioner
Teri Rhodes-Cantu	Commissioner
Shonda Shaefer	Absent

Constituting a quorum, with the following also present:

Duff O'Dell	City Council Liaison
Greg Jordan	CFO City of Grapevine
Jane Everett	Executive Director

### **REGULAR MEETING**

Chairperson Troeger called the regular meeting to order at 4:02 p.m.

#### Citizen Comments

No Citizen comments submitted

### **NEW BUSINESS**

#### 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 December 15, 2021. Grapevine Housing Authority anticipates opening the waiting list in January 2022.

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 Executive Director updated the Commissioners the third party annual inspection that was performed on December 13<sup>th</sup> went well. In addition the Executive Director provided details regarding the opening of the waiting list January 15, 2022.

D. HUD CARES Act Waivers Adopted

The Executive Director informed the Commissioners all CARES Act waivers will expired December 31, 2021 and reviewed the final list of waivers adopted by Grapevine Housing Authority.

#### Item #2 - Consideration of the minutes from the October 28, 2021 meeting and take any necessary action.

The Board was provided the minutes from the October 28, 2021 meeting for approval.

Commissioner McHugh moved and Commissioner Bratcher seconded to accept the October 28, 2021.

Ayes: Troeger, McHugh, Rhodes-Cantu and Bratcher  
Nays: None  
Absent: Schaefer

Motion passed: 4-0

Item #3 - Consideration and approval of Resolution No. 21-06 to accept the 2022 Operating budget.

The Executive Director provided the Commissioners an electronic copy of the 2022 Operating Budget prior to the meeting. The Executive Director reviewed the budget and answered any questions.

Commissioner Rhodes-Cantu moved and Commissioner McHugh seconded to approve the 2022 Operating Budget.

Ayes: Troeger, McHugh, Rhodes-Cantu and Bratcher  
Nays: None  
Absent: Schaefer  
Motion passed: 4-0

Item #4- Consideration and approval of Resolution No. 21-07 approving the balance on the uncollectable accounts to be a Write-off to Collection Losses

The Executive Director reviewed the 2021 accounts receivables that are uncollectible and recommended to be written off.

Commissioner McHugh moved and Commissioner Rhodes-Cantu seconded to approve \$4,282 of uncollectible receivables be written-off as collection losses.

Ayes: Troeger, McHugh, Rhodes-Cantu and Bratcher  
Nays: None  
Absent: Schaefer  
Motion passed: 4-0

Item #5 - Consideration and approval of Resolution 21-08 to authorize the Executive Director to enter into a contract with Security 1 CCTV.

The Executive Director reviewed the proposals received for the security cameras.

Commissioner Rhodes-Cantu moved and Commissioner Bratcher seconded to approve the Executive Director entering into a contract with Security 1 CCTV.

Ayes: Troeger, McHugh, Rhodes-Cantu and Bratcher  
Nays: None  
Absent: Schaefer  
Motion passed: 4-0

Item #6 - Consideration and acceptance of the October 2021 monthly financial statements and take necessary action.

The Executive Director presented the board with an electronic copy of the October 2021 financial statements for review.

Commissioner McHugh moved and Commissioner Rhodes-Cantu seconded to accept the October 2021 financial statements.

ADJOURNMENT

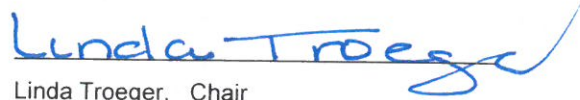
Commissioner Rhodes-Cantu moved and Commissioner Bratcher seconded that the meeting be adjourned.

Ayes: Troeger, McHugh, Rhodes-Cantu and Bratcher  
Nays: None  
Absent: Schaefer  
Motion passed: 4-0

Meeting adjourned at 4:35 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE GRAPEVINE HOUSING AUTHORITY  
ON THE 24th DAY OF MARCH 2022

APPROVED:



Linda Troeger, Chair

ATTEST:



Jane Everett

Executive Director