

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 24th day of March 2022, 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	Commissioner

Constituting a quorum, with the following also present:

Duff O'Dell	City Council Liaison
Greg Jordan	CFO City of Grapevine
Jane Everett	Executive Director
Alexander Avila	Journalism Student at the University of North Texas

REGULAR MEETING

Chairperson Troeger called the regular meeting to order at 4:00 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 March 21, 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 that 4,058 applications were received in January 2022 for the waiting list.

The Executive Direction showed the board the cameras that were installed in January. Cameras are directed on the parking lots.

D. Update from the Resident Advisory meeting held on March 18, 2022

The minutes from the March 18, 2022 Resident Advisory Board meeting were presented to the Board. This was the first meeting in 2022. Elections for the President and Vice President positions will take place in April. There was a Q & A with the Executive Director.

E. Quarterly Investment Report for Quarter 4 2021

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

Item #2 - Consideration of the minutes from the December 22, 2021 meeting and take any necessary action.

The Board was provided the minutes from the December 22, 2021 meeting for approval.

Commissioner McHugh moved and Commissioner Rhodes-Cantu seconded to accept the December 22, 2021.

Ayes: Troeger, McHugh, Rhodes-Cantu, Shaefer and Bratcher
Nays: None
Motion passed: 5-0

Item #3 - Consideration and approval of salary increases for the Grapevine Housing Authority staff.

The Board was presented with the current and proposed salaries for the Grapevine Housing staff.

Commissioner Rhodes-Cantu moved and Commissioner Bratcher seconded to approve the salary increase for the GHA staff.

Ayes: Troeger, McHugh, Rhodes-Cantu, Shaefer and Bratcher
Nays: None
Motion passed: 5-0

Item #4 - Consideration and acceptance of the audited financial statements for year ended December 31, 2020.

The Board was presented with the Audited Financial Statements for the fiscal year 2020. The Executive Director reported there were no deficiencies. The Chair asked about item 3 under Note A – Summary of Significant Accounting Policies, Reporting Entity section. Executive Director Everett will speak with the Auditor.

Commissioner Schaefer moved pending correction to item 3 under Note A – Summary of Significant Accounting Policies, Reporting Entity section and Commissioner Rhodes-Cantu seconded to accept the Audited Financial Statements for 2020.

Ayes: Troeger, McHugh, Rhodes-Cantu, Shaefer and Bratcher
Nays: None
Motion passed: 5-0

Item #5 - Consideration and approval of Resolution No. 22-01 to authorize the executive director to enter into a contract with Allen Cornell, CPA, fee accountant

The Board was presented with the engagement letter from Allen Cornell, CPA for the fiscal year 2022.

Commissioner Rhodes-Cantu moved and Commissioner Bratcher seconded to approve Resolution 22-01 authorizing the Executive Director to enter into a contract with Allen Cornell, CPA.

Ayes: Troeger, McHugh, Rhodes-Cantu, Shaefer and Bratcher
Nays: None
Motion passed: 5-0

Item #6 - Consideration and acceptance of the November and December 2021 and January 2022 monthly financial statements and take necessary action.

The Executive Director presented the board with electronic copies of the November and December 2021 and January 2022 financial statements or review.

Commissioner McHugh moved and Commissioner Shaefer seconded to accept the November and December 2021 and January 2022 financial statements.

Ayes: Troeger, McHugh, Rhodes-Cantu, Shaefer and Bratcher
Nays: None
Motion passed: 5-0

Item #7 - Report by the Ex Officio member of the Senior Citizens Advisory Board on the April 5, 2022 meeting.

Commissioner Rhodes-Cantu updated the Board the Senior Advisory Board meeting completed tax returns during the April 2, 2019 meeting.

No action taken.

ADJOURNMENT

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

Ayes: Troeger, McHugh, Rhodes-Cantu, Shaefer and Bratcher
Nays: None
Motion passed: 5-0

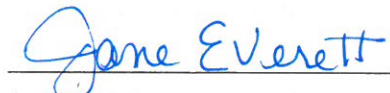
Meeting adjourned at 4:33 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE GRAPEVINE HOUSING AUTHORITY
ON THE 28th DAY OF APRIL 2022

APPROVED:


Linda Troeger, Chair

ATTEST:


Jane Everett
Executive Director