

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 March 2018 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
Teri Rhodes-Cantu	Commissioner
Ethel Anderson	Resident Commissioner

Constituting a quorum, with the following also present:

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

CITIZENS COMMENTS

No Citizen comments.

EXECUTIVE SESSION

1. Section 551.074 – Personnel deliberate the appointment, employment, compensation and duties of the Public Housing Coordinator.

Chairman Troeger announced the Board of Commissioners would go into closed session for discussion related to Section 551.074 – Personnel deliberate the appointment, employment, compensation and duties of the Public Housing Coordinator.

The closed session was opened at 4:30 p.m. for discussion of personnel appointment and employment. The Executive Session ended at 4:38 p.m.

NOTE: The Commissioners continued with the Regular Meeting in open session.

REGULAR MEETING – CALL TO ORDER

Chairman Troeger called the meeting to order at 4:38 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 March 19, 2018.

B. Capital Funds Report and Work in Progress

The Executive Director reported to the Board on the current Capital Funds and corresponding projects. It was announced the installation of 12 new hot water heaters was completed. It was discussed with the proposed budget changes from the new Administration, GHA was going to hold off on starting the water line replacement project. Commissioner Rice suggested to go

ahead with the bid process in order for GHA to get an idea of the cost, but make sure the bids were valid for a period of time.

C. Report of Public Housing Activity and Issues

The Executive Director reported to the Board recent activity and administrative updates since the last Board meeting which included the implementation of the HUD Smoke-Free policy which goes into effect July 30, 2018. Since April 2011, GHA has been smoke free inside of all units and buildings. Effective July 2018 smoking must be 25 feet away from all buildings.

The Executive Director also reported March was the first month since she started August 2017 all residents paid their rent on time.

D. Minutes from the Resident Advisory Meetings held February 16, 2018 and March 18, 2018

The Board was provided the minutes from the February 16, 2018 Resident Advisory Board meeting. The minutes from the March meeting were not completed in time.

NEW BUSINESS

Item #3 - Consideration of the minutes from the January 25, 2018 meeting and take any necessary action.

The Board was provided the minutes from the January 25, 2018 meeting for approval.

Commissioner McHugh moved and Commissioner Rhodes-Cantu seconded to accept the January 25, 2018 minutes as presented.

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

Motion passed.

Item #4 - Consideration and approval of Resolution 18-02, to authorize the Executive Director to enter into a contract with Financial Professionals and take any necessary action.

The Board was presented with the Financial Professionals contract and Resolution 2018-02 for approval.

Commissioner Rhodes-Cantu moved and Commissioner McHugh seconded to approve Resolution 18-02, the contract with Financial Professionals.

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

Motion passed

Item #5 - Consideration and approval of Resolution 18-03, to authorize the Executive Director to enter into a contract with Allen Cornell for Fee Accountant Services for fiscal year 2018 and take any necessary action.

The Board was presented with the engagement letter from Allen Cornell, CPA for fee accounting services and Resolution 18-03.

Commissioner Rice moved and Commissioner Rhodes-Cantu seconded to approve Resolution 18-03 to authorize the Executive Director to enter into a contract with Allen Cornell CPA.

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

Motion passed

Item #6 - Consideration and approval of Resolution 18-04 to accept the 2018 Operating Fund Calculation of the Operating Subsidy.

The Executive Director presented the Board with Resolution 18-04 and the 2018 Operating Fund Calculation of the Operating Subsidy for their review.

Commissioner Rice moved and Commissioner McHugh seconded to approve Resolution 18-04 to accept the 2018 Operating Fund Calculation of the Operating Subsidy.

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

Motion passed

Item #7 - Discussion and acceptance of the December 2017 and January 2018 financial statements.

The Board was provided electronic financial statements for the month of December 2017 and January 2018. Commissioner Rice reviewed the financial statements and found them to be acceptable.

Commissioner Rice moved and Commissioner Anderson seconded to approve the December 2017 and January 2018 financial statements.

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

Motion passed

Item # 8 - Report by the Ex Officio member of the Senior Advisory Board on the meeting held on February 6, 2018

Commissioner Rhodes-Cantu attended the Senior Advisory Board meeting and provided the Board with an update.

No action taken.

ADJOURNMENT

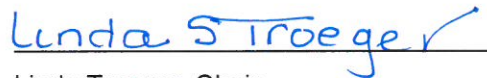
Commissioner Troeger moved and Commissioner McHugh seconded that the meeting be adjourned.

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

Motion passed. Meeting adjourned at 5:10 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE GRAPEVINE HOUSING AUTHORITY ON THE 22th DAY OF MARCH 2018.

APPROVED:



Linda Troeger, Chair

ATTEST:



Jane Everett,
Executive Director