

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 22th day of August 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:

Greg Jordan	CFO City of Grapevine
Jane Everett	Executive Director

CITIZENS COMMENTS

No Citizen comments.

REGULAR MEETING – CALL TO ORDER

chairperson Troeger called the meeting to order at 4:30 p.m.

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 August 19, 2019. The Executive Director updated the Board the waiting list opened on the 22nd and as of 4:00 there were 549 applicants. The waiting list will close Saturday, August 24th.

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**

GHA is working with Cameron Alread Architects to replace the water main on Starr Place. Sealed bids were opened the day of the meeting. Two bids were received the lowest bidder was Covarrubias Construction for \$98,754. The Executive Director will perform due diligence on the company and ask the Board to approve the contract at the next meeting.

The Waiting List will be open August 22, 2019 9:00 am and close Saturday, August 24, 2019 at 6:00 pm.

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

The minutes from the July 19 and the August 16, 2019 Resident Advisory Board meetings were presented to the Board.

NEW BUSINESS

Item #2 - Consideration of the minutes from the July 25, 2019 meeting and take any necessary action.

The Board was provided the minutes from the July 25, 2019 meeting for approval.

Commissioner Rice moved and Commissioner Rhodes-Cantu seconded to accept the July 25, 2019 minutes as presented.

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

Motion passed

Item #3 - Reconsideration and approval of corrected Resolution No. 19-10 to approve the Executive Director to enter into a contract with Cameron Alread, Architect, Inc

The original Resolution No. 19-10 had an incorrect resolution number on the top. The Board was asked to approve the corrected resolution document.

Commissioner McHugh moved and Commissioner Rice seconded to approve corrected Resolution 19-10.

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

Motion passed

Item #4 - Consideration and approval of Resolution No. 19-11, to authorize the Executive Director to enter into a contract with Elliott Roof and Fence to replace the fence on Scribner St and add a new fence on Starnes St.

The Board was presented with bids from Llano River Fence Company, All-Texas Fence and Elliott Roof and Fence to replace the fence on Scribner and add a fence along the back of Starnes St.

Commissioner Rice moved and Commissioner McHugh seconded to adopt Resolution No. 19-11 to allow the Executive Director to enter into a contract with Elliott Roof and Fence.

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

Motion passed

Item #5 - Consideration and approval of GHA salary increases.

The Board was presented with a proposal to approve salary increases for the staff. Commissioner Rice asked if the salary recommendations were supported by the job descriptions.

Commissioner Rhodes-Cantu moved and Commissioner Anderson seconded to accept the salary increase for the staff.

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

Motion passed

Item # 6 - Consideration and acceptance of the May, June, and July 2019 monthly financial statements and take any necessary action.

The Board was provided an electronic financial statements for the months of May, June and July 2019. Commissioner Rice reviewed the financial statements and found them to be acceptable.

Commissioner Rice moved and Commissioner McHugh seconded to accept the May, June and July 2019 financial statements.

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

Motion passed

Item #7 - Report by the Ex Officio member of the Senior Advisory Board on the August 6, 2019 meeting.

Commissioner McHugh updated the Board on the Senior Advisory Board meeting that was held April 2, 2019. The following items were discussed at the meeting:

- The Bessie Mitchell House is open.
- GCISD had an open house.
- For the October 2019 meeting, board members will bring suggestions of topics for 2020.
- Effective 2020 the Senior Advisory Board will meet quarterly.

No action taken

ADJOURNMENT

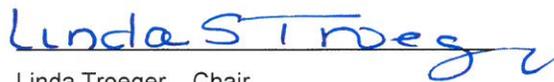
Commissioner Rhodes-Cantu moved and Commissioner Anderson seconded that the meeting be adjourned.

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

Motion passed. Meeting adjourned at 5:00 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE GRAPEVINE HOUSING AUTHORITY ON THE 26th DAY OF SEPTEMBER 2019.

APPROVED:



Linda Troeger, Chair

ATTEST:



Jane Everett

Executive Director