

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 20th day of October 2016 in the Conference Room of Grapevine Housing Authority, with the following members present to wit:

Jane Everett	Chair
Linda Troeger	Vice Chair
Karen Rice	Finance Officer
Bonnie McHugh	Commissioner
Terri Rushing	Resident Commissioner

Constituting a quorum, with the following also present:

Debra Wells	Executive Director
Duff Odell	City Council Liaison
Greg Jordan	City CFO

CALL TO ORDER

Chairman Everett called the meeting to order at 4:31 p.m.

CITIZEN COMMENTS

No citizen comment

REGULAR MEETING

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 September, 2016.

B. Capital Funds Report and work in progress

The Board was provided with the monthly Capital Funds Report including on-going projects.

C. Report of Housing Activity and Issues through October 18, 2016

The Board received a report on Public Housing activity and issues through October 18, 2016.

D. Quarterly Investment Report ending 09/30/2016

The Board was presented with the Quarterly Investment Report for the period ending 09/30/2016.

NEW BUSINESS

Item #2 Consideration of the minutes from the September 29, 2016 meeting

The Board was provided minutes from the September 29, 2016 meeting for approval.

Commissioner Rice moved and Commissioner Rushing seconded to approve the minutes as presented.

Ayes: Everett, Troeger, Rice, McHugh & Rushing
Nays: None
Absent: None

Motion passed.

Item #3 Review and consideration of budget calculations provided by the Fee Accountant to assist in determining the 2017 budget

The Board was provided with several budget scenarios of different salaries and showing the impact of each level of pay on the 2017 budget in relationship to the new executive director. Interviews for the executive director position will start soon and the budget scenarios will aid in determining what level of starting pay will be affordable for the housing authority. The 2017 Budget is required to be adopted before the end of the year.

No action taken.

Item #4 Consideration and acceptance of the December 31, 2015 Audit.

The Board was provided with the December 31, 2015 Audit prepared by Elizabeth Miles, CPA. There were no findings.

Commissioner Rice moved and Commissioner Troeger seconded to accept the December 31, 2015 Audit as presented.

Ayes: Everett, Troeger, Rice, McHugh & Rushing
Nays: None
Absent: None

Motion passed.

Item #5 Consideration and acceptance of the monthly financial statements for June, July and August 2016.

The Board was provided with electronic monthly financial statements for June, July and August 2016. Commissioner Rice reviewed the financial statements and found them to be acceptable.

Commissioner Rice moved and Commissioner McHugh second to accept the monthly financial statements for June, July and August 2016 as presented.

Ayes: Everett, Troeger, Rice, McHugh & Rushing
Nays: None
Absent: None

Motion passed

Item #6 Report from the October 4, 2016 Senior Advisory Board meeting

The Board was provided with an update by Commissioner Troeger on the Senior Advisory Board meeting held on October 4, 2016.

Commissioner Troeger stated that she reported to the Senior Advisory Board that GHA replaced the water lines on Starnes/Brewer properties and that the burned unit on Starnes should be completed by the end of the year.

She also shared information received at the Senior Advisory Board meeting regarding a volunteer training program provided by Friends of the Family that will match volunteers that have completed the training program with request for help.

No action taken.

ADJOURNMENT

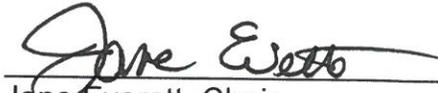
Commissioner Rice moved and Commissioner Troeger seconded that the meeting be adjourned.

Ayes: Everett, Troeger, Rice, McHugh & Rushing
Nays: None
Absent: None

Motion passed. Meeting adjourned at 5:13 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE
GRAPEVINE HOUSING AUTHORITY ON THE 8TH DAY OF DECEMBER 2016.

APPROVED:



Jane Everett, Chair

ATTEST:



Debra Wells,
Executive Director