

State of Texas
County of Tarrant
City of Grapevine

The Board of Commissioners of the Grapevine Housing Authority met in a Workshop followed by a meeting in Regular Session on this the 11th day of March 2015 in the Conference Room of Grapevine Housing Authority, with the following members present to wit:

Jane Everett	Chair
Randy Bacon	Vice Chair/Finance Officer
Joetta King	Commissioner
Karen Rice	Commissioner

Constituting a quorum, with the following also present:

Debra Wells	Executive Director
Duff O'Dell	City Council Liaison
Greg Jordan	Administrative Services Director

CALL TO ORDER

Chairman Everett called the Workshop to order at 4:35 p.m.

Item #1 Update and discussion of the Section 8 HCV Program

A report was given by Chairman Everett on the sustainability of the Section 8 HCV Program and to help provide an understanding of the issues along with some options. The report was created from information gathered from Allen Cornell, Accountant for Grapevine Housing Authority and the U.S. Department of Housing and Urban Development (HUD).

Chairman Everett shared that Allen Cornell met via a conference call to discuss in more detail the financial position of the HCV Program. She explained the financial issues are caused primarily because Congress doesn't appropriate enough funds for Administrative Fees each year so what is received gets reduced to a prorated amount. It was explained that because Administrative Fees have been reduced substantially over the past few years it has resulted in rapidly diminishing reserves.

It was reported that several employees of HUD visited with the Chairman and Executive Director regarding the Section 8 HCV Program. HUD was very complimentary of the housing authority and of the proactive stance the board is taking regarding the sustainability of the program. HUD let it be known they would prefer the program stay with the housing authority, however they could not provide any solutions that have not already been implemented by the housing authority.

A list of possible options was provided to the board for discussion to help make a decision.

Commissioner Rice moved and Commissioner Bacon seconded to close the Workshop.

Motion passed. Chairman Everett closed the workshop at 5:20 p.m. and opened the Regular meeting.

CALL TO ORDER

CITIZEN COMMENTS

REPORT OF THE EXECUTIVE DIRECTOR (INFORMATIONAL ONLY)

Item #1. 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 from January 1, 2015 through February 27, 2015. Also reported was the statistical information for the Section 8 Voucher Program including number of Vouchers leased up, cost per voucher, number of applications on the waiting list, and the Portability and Receipts report. Portability accounts receivables aging report included.

Item #2 Capital Funds Report and work in progress

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

Item #3 Report of Public Housing and Section 8 activity and issues

The board was provided with a report of activity and issues during the month of February 2015.

NEW BUSINESS

Item #1 Consideration of minutes from the January 22, 2015 Board Meeting

The board was presented with the minutes from the January 22, 2015 board meeting for their approval. Corrections were noted on page 2, Item #4 at the top of the page is struck from the minutes and under New Business Item #1, remove the "s" from Commissioner King's name in the motion.

Commissioner King moved and Commissioner Rice seconded to accept the minutes as amended.

Ayes: Everett, Bacon, King & Rice
Nays: None
Absent: Rushing

Motion passed.

Item #2 Consideration and decision of how to proceed with the Section 8 HCV Program

Information provided at the Workshop was further discussed and it was determined that the Executive Director should be directed to contact Allen Cornell, accountant for the housing authority, to request some financial scenarios to aid in making a decision regarding the HCV Program. In addition, the City Attorney should be contacted about drafting a resolution.

Commissioner Bacon moved and Commissioner King seconded a motion to take necessary action including contacting the City Attorney for a resolution and the accountant for financial scenarios to allow the board to make a decision regarding another Housing Authority assuming the HCV program.

Ayes: Everett, Bacon, King & Rice
Nays: None
Absent: Rushing

Motion passed

Item #3 Consideration and acceptance of the annual engagement letter with Allen Cornell, CPA for fee accountant services

The annual engagement letter from Allen Cornell, CPA for fee accountant services was provided to the board for their review and approval.

Commissioner King moved and Commissioner Rice seconded a motion to approve the annual engagement letter with Allen Cornell, CPA for fee accountant services.

Motion passed.

Ayes: Everett, Bacon, King & Rice
Nays: None
Absent: Rushing

ADJOURNMENT

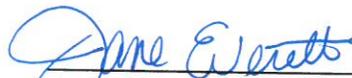
Commissioner King moved and Commissioner Bacon seconded that the meeting be adjourned.

Ayes: Everett, Bacon, King & Rice
Nays: None
Absent: Rushing

Motion passed. Meeting adjourned at 5:45 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE GRAPEVINE HOUSING AUTHORITY ON THE 21ST DAY OF APRIL 2015.

APPROVED:



Jane Everett, Chair

ATTEST:



Debra L. Wells,
Executive Director