

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 30th day of August 2012 in the Conference Room of Grapevine Housing Authority, with the following members present to wit:

Jane Everett	Chair
Randy Bacon	Vice Chair
Joetta King	Commissioner
Karen Rice	Commissioner
Doris Waite	Resident Commissioner

Constituting a quorum, with the following also present:

Debra Wells	Executive Director
Sharron Spencer	Liaison to City Council

CALL TO ORDER

Jane Everett called the meeting to order at 4:30 p.m.

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 July 01, 2012 through August 24, 2012. 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 Quarterly Investment Report as of 06/30/2012

The Board was provided the Quarterly Investment Report as of June 30, 2012.

Item #4 Update on the Oil & Gas Leases

The Board was provided with an update regarding the Oil & Gas Leases. They were told discussions with Chesapeake have ended at present time.

Item #5 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 August 2012.

NEW BUSINESS

Item #1 Consideration of minutes from the June 28, 2012 and July 13, 2012 meetings

The Board was provided with minutes from the June 28, 2012 and July 13, 2012 meetings for approval.

Commissioner Waite moved to accept both minutes as presented.
Commissioner King seconded.

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

Item #2 Consideration and discussion of proposal with Preservation Tree for removal of two Cottonwood trees, Silver Maple tree and planting of replacement trees

The Board was provided with a proposal from Preservation Tree for removal of a couple of Cottonwood trees and a dead Silver Maple tree along with the cost for replacement trees. Information was provided concerning maintenance issues caused by the Cottonwood trees.

There was discussion concerning the size of replacement trees and scheduled planting of the trees. It was decided to order three 40 gallon container grown trees instead of two 100 gallon trees.

Commissioner Rice moved to accept the proposal from Preservation Tree with the revision of line 7 to be changed to replacement of three 45 gallon container grown trees to be planted later in the fall. Commissioner Waite seconded.

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

Item #3 Report and acceptance of the monthly financial statements for the month of May 2012

The Board received a report from Commissioner Bacon stating that he reviewed the May 2012 monthly financial statements and found them to be acceptable.

Commissioner Bacon moved to accept the May 2012 monthly financial statements. Commissioner King seconded.

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

Item #4 Report and acceptance of the Audit for the fiscal year December 31, 2011.

The Board received a presentation by Elizabeth Miles, CPA on the audited financial statements for the year ended December 31, 2012. It was reported that the audit went well and there were no audit findings.

The auditor reported that there are two areas that need to be changed by the 2012 audit which relate to the way portability HAP and fraud recovery payments are being reported in the financial data collection system. She stated that both issues are considered flow through accounts and don't have an impact on the financial statements but need to be reported in the correct accounts.

Commissioner Bacon moved to accept the Audit for fiscal year December 31, 2011. Commissioner Rice seconded.

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

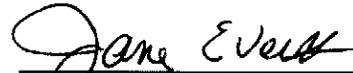
Item #5 Minutes from the Resident Advisory Board meetings held July 27, 2012 and August 17, 2012.

The Board was provided minutes from the Resident Advisory Board meetings held July 27, 2012 and August 17, 2012.

No action taken.

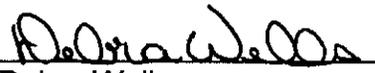
PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE
GRAPEVINE HOUSING AUTHORITY ON THE 26TH DAY OF SEPTEMBER
2012.

APPROVED:



Jane Everett, Chair

ATTEST:



Debra Wells,
Executive Director