

State of Texas
County of Tarrant
City of Grapevine

The Board of Commissioners of the Grapevine Housing Authority held a meeting in regular session on this the 28th day of February 2013 in the Conference Room of Grapevine Housing Authority, with the following members present to wit:

Jane Everett	Chair
Randy Bacon	Vice Chair/Financial Officer
Joetta King	Commissioner
Karen Rice	Commissioner
Oleta White	Resident Commissioner

Constituting a quorum, with the following also present:

Debra Wells	Executive Director
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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, 2013 through February 22, 2013. 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 Report of Public Housing and Section 8 Activity and issues

The Board was provided with a report regarding Public Housing and Section 8 activity and issues.

Item #3 Progress report on the parking lots for Texas and Starnes

The Board was provided a report on the parking lot projects for Texas and Starnes. The Streets Department is waiting for dig tests to be completed before they can start work on the projects.

NEW BUSINESS

Item #1 Consideration of the minutes from the January 3, 2013 and January 24, 2013 board meetings

The board was provided minutes from the January 3, 2013 and January 24, 2013 board meetings for approval.

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

Ayes: Everett, Bacon, King, Rice and White
Nayes: None
Absent: None

Motion passed.

Item #2 Consideration and approval of change order #4 for removing the end of the beams at building types A1 and C1. Total of 6 buildings and 48 beams, add furring strips and blocking under porches for Hardie to be nailed to and only install drip edge at the gables where 6" flashing exist.

The board was updated on additional and unforeseen supply needs once the original siding was removed from all the buildings. After the siding was removed large areas of rotten wood and beams were exposed. The amount of change order #4 exceeded the allowed 30% of the contract cost.

Discussion ensued regarding amending Change Order #1 to remove painting of handrails to allow for funds to complete Change Order #4. There was also discussion concerning unused drip edging that was proposed to be returned to the housing authority instead of returned to the store for a credit.

Commissioner Rice moved and Commissioner King seconded to accept Change Order #4 with the following amendments:

- 1) remove line item "Painting Metal Handrails" as per Change Order #1 for \$18,450.00;
- 2) that GHA receive credit for material not used due to the reduction in the scope of installing drip edge per Change Order #4 with reasonable restocking costs.

Ayes: Everett, Bacon, King, Rice and White
Nayes: None
Absent: None

Motion passed.

Item #3 Discussion of opening of the Section 8 HCV Waiting List scheduled for April 24, 2013

The board was updated on the latest funding information for the Section 8 HCV program which includes a reduction of HAP and Administrative Fees. There was discussion concerning a need to increase the number of applicants on the waiting list since there will not be funds available to lease vouchers until at least next year.

Commissioner King moved and Commission Bacon seconded to wait until next year to consider opening the waiting list for the Section 8 HCV program.

Ayes: Everett, Bacon, King, Rice and White
Nays: None
Absent: None

Motion passed.

Item #4 Report and acceptance of the monthly financial statements for the months of October and November 2012

Commissioner Bacon reported that he had reviewed the financial statements for the months of October and November 2012 and found them to be acceptable.

Commissioner Bacon moved and Commissioner King seconded to accept the October and November 2012 financial statements.

Ayes: Everett, Bacon, King, Rice and White
Nays: None
Absent: None

Motion passed.

ADJOURNMENT

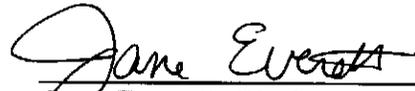
Commissioner King moved and Commissioner Bacon seconded that the meeting be adjourned.

Ayes: Everett, Bacon, King, Rice and White
Nays: None
Absent: None

Motion passed. Meeting adjourned at 5:30 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE
GRAPEVINE HOUSING AUTHORITY ON THE 25TH DAY OF APRIL, 2013.

APPROVED:



Jane Everett, Chair

ATTEST:



Debra Wells,
Executive Director