

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 25th day of April 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
Sharron Spencer	Council Liaison

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 March 1, 2013 through April 19, 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 Capital Funds Activity Report

The Board was provided with an update on expended funds for the capital funds and modernization projects.

Item #3 Quarterly Investment Report

The Board was provided with the Quarterly Investment Report for the period ending March 31, 2013.

Item #4 Report of Public Housing and Section 8 Activity and issues

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

NEW BUSINESS

Item #1 Consideration of the minutes from the February 28, 2013 board meeting

The board was provided minutes from the February 28, 2013 board meeting for approval.

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

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

Motion passed.

Item #2 Consideration and approval of the 2013 engagement letter with Allen Cornell, CPA for fee accounting services

The board was provided with an engagement letter from Allen Cornell, CPA for fee accounting services. Accounting costs for 2013 remained the same as the past two years.

Commissioner Bacon moved and Commissioner Rice seconded to accept Allen Cornell, CPA's 2013 engagement letter for fee accounting.

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

Motion passed.

Item #3 Consideration and approval of the Continuation of Coverage Administrative Agreement with TML Intergovernmental Employee Benefits Pool for employee health insurance

The board was provided with the Continuation of Coverage Administrative Agreement with TML Intergovernmental Employee Benefits Pool for approval. It was report that the housing employees are covered under TML for health, dental

and vision insurance; and that the rates did not increase again this year. A Continuation of Coverage must be executed by the board to accept coverage for the 2013-2014 year.

Commissioner Rice moved and Commission Bacon seconded that TML Intergovernmental Employee Benefits Pool be approved for continuation of coverage.

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 December 2012 and January 2013

Commissioner Bacon reported that he reviewed the financial statements for the months of December 2012 and January 2013. He stated the December 2012 statements were acceptable but the January 2013 statements needed to be pulled for clarification of problems with the document.

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

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

Motion passed.

Item 5 Minutes from the March 22, 2013 Resident Advisory Board meeting

The board was provided with the minutes from the March 22, 2013 Resident Advisory Board meeting.

No action taken.

ADJOURNMENT

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

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

Motion passed. Meeting adjourned at 5:04 p.m.

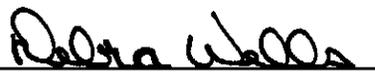
PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE
GRAPEVINE HOUSING AUTHORITY ON THE 13TH DAY OF JUNE, 2013.

APPROVED:



Randy Bacon, Vice Chair

ATTEST:



Debra Wells,
Executive Director