

State of Texas
County of Tarrant
City of Grapevine

The Board of Commissioners of the Grapevine Housing Authority held a Public Hearing and meeting in regular session on this the 03rd day of October 2013 in the Conference Room of Grapevine Housing Authority, with the following members present to wit:

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| Jane Everett | Chair |
| Randy Bacon | Vice Chair/Finance Officer |
| Joetta King | Commissioner |
| Oleta White | Resident Commissioner |

Constituting a quorum, with the following also present:

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| Debra Wells | Executive Director |
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PUBLIC HEARING

Chair Jane Everett opened the Public Hearing at 4:30 p.m. for comments on the PHA Five Year Capital Funds Action Plan, 2012-2013 Annual Capital Funds Performance Reports: Fiscal Year 2014: Section 8 Administrative Plan, Public Housing Admissions and Occupancy Policy, Lease, Lease Addendum's and all other policies.

CITIZEN COMMENTS

No one was present for the Public Hearing.

Chair Everett closed the Public Hearing at 4:35 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. 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 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.

Item #4 US Inspections Score on 2013 Annual Inspections

The board was provided with a score sheet for the 2013 Annual Inspections. They were informed that the overall score for all properties was 90.43% which is an excellent score since it represents all 98 units, 44 buildings and grounds. It was reported that when REAC/HUD inspects they only inspect 20 units verses the 98. It was also reported that the score reflects how well everything is being maintained.

NEW BUSINESS

Item #1 Consideration and adoption of PHA Five Year Capital Funds Action Plan, Annual Capital Funds Performance Reports 2012-2013; Fiscal Year 2014: Section 8 Administrative Plan, Public Housing Admissions and Occupancy Policy, Lease, Lease addendum's and all other policies

Commissioner Bacon moved and Commissioner King seconded to accept and adopt the PHA Five Year Capital Funds Action Plan, Annual Capital Funds Performance Reports 2012-2013; Fiscal Year 2014: Section 8 Administrative Plan, Public Housing Admissions and Occupancy Policy, Lease, Lease addendum's and all other policies.

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

Motion passed.

Item #2 Consideration of the minutes of the August 22, 2013 Board Meeting

The board was provided with the minutes from the August 22, 2013 meeting. A couple of corrections were noted on pages 4 and 5.

Commissioner King moved and Commissioner Bacon seconded to accept the amended minutes from the August 22, 2013 meeting.

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

Motion passed.

Item #3 Review and discussion of Section 8 Funding shortfalls through December 2013 and amendment of Section 8 Administrative Plan to include procedure for removal from program for funding shortfalls

The board was updated on the current situation with funding shortfalls for the Section 8 program. It was reported that funding has been cut drastically to the point where we may not have enough funds to pay all the landlords through the end of the year. They were provided with several different scenarios to consider for the future of the Section 8 program.

The board requested an accounting each month of the expenditures and appropriations for the program.

The policy for termination of assistance due to insufficient funds was discussed at the June meeting was provided with the recommended corrections. In light of the current funding shortfalls the Administrative Plan needs to have guidance in case we need to terminate participants to survive with the funding being provided.

Commissioner King moved and Commissioner Bacon seconded accept to amend Section XX. Evictions and Terminations in the Section 8 Administrative Plan to include the policy for Termination of Assistance Due to Insufficient Funds Policy.

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

Motion passed

Item #4 Report and acceptance of the monthly financial statements for the months of April, May and June 2013

Commissioner Bacon reported that he reviewed the monthly financial statements for the months of April, May and June 2013 and found them acceptable.

Commissioner Bacon moved and Commission King to accept the monthly financial statements for the months of April, May and June 2013 as presented.

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

Motion passed

Item#5 Consideration and discussion of a new contract with US
Inspections Group

The Board was provided the proposed renewal contract with US Inspections Group to perform annual inspections. The renewal contract offered a rate of \$13.90 per unit for an additional two years.

Commissioner Bacon moved and Commissioner White seconded to accept the renewal contract with US Inspection Group for two years.

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

Motion passed

ADJOURNMENT

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

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

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

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE
GRAPEVINE HOUSING AUTHORITY ON THE 7TH DAY OF NOVEMBER 2013.

APPROVED:


Jane Everett, Chair

ATTEST:


Debra Wells,
Executive Director