

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 27th day of March 2014 in the Conference Room of Grapevine Housing Authority, with the following members present to wit:

Jane Everett	Chair
Joetta King	Commissioner
Karen Rice	Commissioner

Constituting a quorum, with the following also present:

Debra Wells	Executive Director
Sharron Spencer	City 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. 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 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 Report on the New Flat Rent Requirement

The board was updated on the New Flat Rent requirement included with the 2014 Appropriations Act which requires PHA's to increase Public Housing flat rents to 80% of the Section 8 Fair Market Rents. HUD promises a forthcoming implementation notice for instructions for the New Flat Rent.

Item#5 Minutes from the Resident Advisory Board for March 2014

The board was provided with minutes from the March 2014 Resident Advisory Board meeting.

**NEW BUSINESS**

Item #1 Consideration of the minutes from the February 27, 2014 Board Meeting

The board was provided with minutes from the February 27, 2014 meeting for approval. There was a correction on page 2, Item #2, Update and discussion of Where We Are with the Section 8 Funding. The word lower should have read lowering.

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

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

Motion passed.

Item #2 Consideration and acceptance of Resolution 14-02, Approving and Accepting the Public Housing Capital Funds for Fiscal Year 2014

The board was provided with the 2014 Capital Funds award of \$91,258 for their approval. A request was made to move funds originally planned for drainage issues in the budget but have been resolved to instead be used for the purchase of a new copier. Maintenance on the office copier is no longer feasible to continue due to the age of the copier and cost of the maintenance contract.

Commissioner Rice moved and Commissioner King seconded to accept Resolution 14-02, Approving and Accepting the Public Housing Capital Funds for Fiscal Year 2014; and approval of request to move funds for the purchase of a office copier.

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

Motion passed.

Item #3 Consideration and discussion of the need to amend the part time Section 8 Assistant position to a full time Specialist position.

The board was provided with justifications for upgrading the Section 8 Assistant position to a full time Section 8 Specialist position. It was explained that the job required more hours than the part time position allowed to adequately perform all the duties related to the job.

Commissioner King moved and Commissioner Rice seconded to upgrade the Section 8 Assistant position to a full time Section 8 Specialist position.

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

Motion passed.

Item #4 Consideration and acceptance of the December 2013 and January 2014 monthly financial statements

Commissioner Bacon was unable to attend the meeting.

Commissioner King moved and Commissioner Rice seconded to table Item #4.

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

Motion passed

**ADJOURNMENT**

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

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

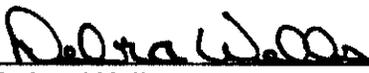
Motion passed. Meeting adjourned at 5:30 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE  
GRAPEVINE HOUSING AUTHORITY ON THE 24TH DAY OF APRIL, 2014.

APPROVED:

  
Jane Everett, Chair

ATTEST:

  
Debra Wells,  
Executive Director

BOARD OF COMMISSIONERS  
BOARD MEETING

SIGN-IN SHEET

MARCH 27, 2014

1. Jane Everett
2. Karen Rice
3. Joetta King
4. Harren Spencer
5. Debra Waddo
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
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