

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 26th day of June 2014 in the Conference Room of Grapevine Housing Authority, with the following members present to wit:

Jane Everett	Chair
Randy Bacon	Vice Chair/Finance Officer
Joetta King	Commissioner
Karen Rice	Commissioner
Terri Rushing	Resident Commissioner

Constituting a quorum, with the following also present:

Sharron Spencer	Council Liaison
Debra Wells	Executive Director

### **CALL TO ORDER**

### **PUBLIC COMMENT**

### **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 Minutes of the Resident Advisory Board for June 20, 2014

The board was provided with minutes from the Resident Advisory Board meeting held June 20, 2014.

**NEW BUSINESS**

**PUBLIC COMMENT**

Item #1 Consideration of the minutes from the May 29, 2014 Board Meeting

The board was provided with minutes from the May 29, 2014 meeting for approval.

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

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

Motion passed.

Item #2 Consideration and acceptance of the significant amendment to the flat rent policies included in the agency Admissions and Continuing Occupancy Plan (ACOP) and Five Year Annual Plan for 2010-2014.

The board was presented with the amended Admissions and Continuing Occupancy Plan (ACOP) and Five Year Annual Plan for 2010-2014 to implement changes to the flat rent policy as required in the Consolidated Appropriations Act of 2014.

Commissioner Bacon moved and Commissioner Rice seconded a motion accept the amended Admissions and Continuing Occupancy Plan and Five Year Annual Plan for 2010-2014.

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

Motion passed.

Item #3      Consideration and acceptance of bid for purchase and installation of 100 screen doors for 98 units.

The board was presented with bids for the purchase and installation of screen doors to replace the back screen doors on 98 units with one extra door to be stocked for emergency situations. There was a question concerning the reason for 99 screen doors when there are only 98 units. It was explained that one of the handicap units has two back doors.

Olney Sales, Inc. and WC Contracting were the lowest and most acceptable bids.

Commissioner King moved and Commissioner Bacon seconded to accept Resolution 14-03 for the services of Olney Sales, Inc. to manufacture 100 screen doors and WC Contracting to install 99 doors.

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

Motion passed.

Item #4      Consideration and acceptance of bid for HVAC Cleaning to include air duct, air handler, coils and sanitizing for 92 units.

The board was presented with the bid from Blackmon Mooring for services of HVAC cleaning. The service would include cleaning the air ducts, air handler, coils and sanitizing of the HVAC system in 92 units.

Bids were taken and Blackmon Mooring was the lowest and most acceptable of the bids.

Commissioner King moved and Commissioner Rice seconded to accept Resolution 14-04 for the services of Blackmon Mooring for HVAC cleaning.

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

Motion passed.

Item #5      Consideration and acceptance of April 2014 Monthly Financial Statements

Commissioner Bacon reported that he reviewed the April 2014 financial statements and found them acceptable.

Commissioner Bacon moved and Commissioner King seconded to accept the April 2014 monthly financial statements as presented.

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

Motion passed.

**ADJOURNMENT**

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

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

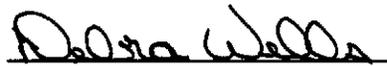
Motion passed. Meeting adjourned at 5:28 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE GRAPEVINE HOUSING AUTHORITY ON THE 31ST DAY OF JULY, 2014.

APPROVED:

  
Jane Everett, Chair

ATTEST:

  
Debra Wells,  
Executive Director

BOARD OF COMMISSIONERS  
BOARD MEETING

SIGN-IN SHEET

APRIL 24, 2014

1. Karen Rice

2. Jane Ewett

3. Randy Bacon

4. Jutta King

5. Dora Wilson

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

9. \_\_\_\_\_

10. \_\_\_\_\_

11. \_\_\_\_\_

12. \_\_\_\_\_

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