

## MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

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### Regular Meeting

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**Date:** Tuesday, February 13, 2018  
**Time:** 4:20 p.m. –5:45 p.m.  
**Location:** 650 West 100 North  
Provo, Utah

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#### Opening Business

- 1. Welcome and Roll Call:** Chairman Doug Gale welcomed the Board and opened the meeting at 4:20 p.m. The following members of the Board of Commissioners and staff in attendance were: Chairman Doug Gale; Vice-Chair Jon Kau; Commissioner Kim Santiago; Commissioner Buddy Richards; Commissioner Craig Carlile; Robert Vernon, Chief Executive Officer; Shannon Dalley, Financial Services Manager and Becky Chipman, Executive Assistant. Commissioner Valerie Lee and Commissioner Lauren Manzione were excused.
  - 2. Approval of Minutes for Wednesday, January, 17, 2018:** Chairman Doug Gale referred the Board to Tab 1, which contained the Minutes for Jan. 17, 2018. Commissioner Kim Santiago made a motion to approve the minutes for January 17, 2018. Commissioner Buddy Richards seconded the motion. The motion passed unanimously, 5:0.
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#### Chief Executive Officer

##### Report:

1. Mr. Vernon gave a presentation to a work group in early February 2018. He feels it was well accepted by City leaders and Council Members. Commissioner Kim Santiago asked several questions on developing land and working with the City Council on procuring land. There was some discussion about building more units in Provo City and Tax Credit Properties.
  2. Mr. Vernon briefed the Board on how PCHA is running and everything is going smoothly.
  3. Mr. Vernon issued the Board handout #1 with FY 2019 Proposed Budget from President Trump.
  4. Mr. Vernon will be going to Washington, DC in April for a conference and has several meetings set up.
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#### Discussion Items

- 1. Public Comment:** None of the public was present for comment.
  - 2. City Council Meeting:** Mr. Vernon referred the Board to tab 2, which contain an email from the City of Provo inviting the Board of Commissioners to a work session with Provo City Council scheduled for September 25, 2018 at noon.
  - 3. Retirement Payment Update:** Mr. Vernon updated the Board on the dollar amount that has been disbursed to Ray Quinney and Nebeker in the amount of \$3,397.50 for legal costs in the Greg Miller dispute.
  - 4. Section 8 2017 Management Assessment Letter:** Mr. Vernon referred the Board to tab 3, which contain the SEMAP letter and score from 2017. The score was 100% due to our employees and program being run well.
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### Action Items

**1. Approve December 2017 Financials and Disbursements:** Chairman Doug Gale referred the Board to tab 4, which contain the December 2017 Financials and Disbursements. The Board of Commissioners asked a few questions that were satisfied by Mr. Vernon and Mrs. Daley. Commissioner Buddy Richards made a motion to approve the December 2017 Financials and Disbursements. Vice-Chair Jon Kau seconded the motion. The motion passed unanimously, 5:0.

**2. Inter-local Agreement:** Chairman Doug Gale referred the Board to handout #2, which contains an inter-local agreement between Utah County Housing Authority and Provo City Housing Authority to conduct business and activities within the Area of Operation. Mr. Vernon would like to sign this agreement to provide more options for individuals on our waiting list. Vice-Chair Jon Kau made a motion to approve the Inter-local Agreement with Utah County Housing. Commissioner Kim Santiago and Commissioner Craig Carlile both had reservations and didn't feel comfortable seconding the motion. There was additional discussion on the advantages and possible unintended consequences. Commissioner Buddy Richards seconded the motion. Commissioner Craig Carlile raised further questions. The agreement was shelved until the next meeting of Provo City Housing Authority Board of Commissioners.

**Adjourn:** Chairman Doug Gale asked for a motion to adjourn the meeting. Commissioner Craig Carlile made a motion to adjourn. Commissioner Buddy Richards seconded the motion. The motion passed unanimously, 5:0. The meeting was closed at 5:45 pm. The next meeting of the Provo City Housing Authority is March 21, 2018.

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