



**MEETING MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING
06/18/2025**

Date: Time: Location:	June 18, 2025 3:02 p.m. 688 West 100 North Provo, UT 84601
Opening Business	1. Welcome and Roll Call: Vice Chair Commissioner Michaelann Garnder, Commissioner Mackay, and Commissioner Hemsath Commissioner Speckhard joined the meeting at 3:06, and Commissioner Wilson 3:10 and Chair Commissioner Wingate was excused. 2. Approval of Minutes from May 21, 2025, Regular Board Meeting. Commissioner Mackay made a motion to approve; Commissioner Hemsath made the second. Minutes approved 3:0.
Public Comment	1. Five Minutes for Public Comment: No public comments.
Executive Report	1. URH retreat recap: PCHA is on a 5-year plan. We want to be aligned with URH. The following are the priorities of URH. Maesar: Roof, brick replacement, parking lot, carpeting, painting, and lighting. We will use reserves. URH is committed to supporting Maeser, in the future, as we rebuild reserves. We will make every effort to keep the historical features. Bonneville: Update the units, make them all studios and add more units. Fold into the RAD conversion, possible tax credit funding. Valley Villa: Lots of internal work (plumbing) and updates. Provo Crown Homes: There is a vacant lot that PCHA maintains and owns. It could be built for home ownership. Fakler: Fakler is rented and generates about \$20,000 after expenses. We are going to learn about environmental issues. The plan is to hold on to it. Café 300: under contract for 600K, it's slated to close at the end of August. The profit would be approx. 90K. 2. RAD/Digital files: In preparation for RAD, we have enlisted BBA Architects to create digital files on all the PCHA-owned properties. 3. Provo Crown Homes: PCHA owns a small parcel located amid some Crown Homes. We need to reach out to the current homeowners and figure

	out the next steps. We also need to get the property in PCHA or URH's name and close Provo Crown Homes LLC. 4. Staff engagement: We hired two new housing specialists to cover a vacancy, in advance of Diane Clough's retirement. Staff were awarded a \$500 grant from the wellness program for the step challenge. We have 29 full-time staff, up from 28. Success stories were shared with the board. We will collect success stories quarterly to share with the staff and the board. 5. HCV update. One hundred and twenty applicants were pulled from the waitlist. We emailed, called, and mailed invites. The turnout has been low, but we will continue to work on getting families in and issued.
	1. Review April 2025 Financials. (Approval): Shannon called out a few high-ticket items. The negative balance in the discretionary fund, due to the developer fee collected in 2024, should have allocated 49% to Trinity. It will be evened out in May. Public Housing is right on budget. HCV: Fraud recovery is going well. We are building up reserves each month, but we are issuing vouchers. HCV check run, nothing out of the ordinary. 2. Occupancy Report (Discussion): Down to 8 units in process. It gets better each month.
Closed Session	

Adjourn:	Motion to adjourn at 3:58 pm by Commissioner Speckhart and seconded by Commissioner Mackay. 5:0
Next meeting	Next Board Meeting: July 16, 2025 at 3:00 PM

A copy of the agenda was posted on the State Public Meeting website (t <http://www.utah.gov/pmni/index.html>) as well as at the Provo City Housing Authority on, Monday, June 16, 2025, and was also delivered to the Provo City Housing Authority Board members in compliance with the Utah Code 52-4-6. This agenda is made available to both the media and the public through the State Public Meeting website at <http://www.utah.gov/pmni/index.html>. In Compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should contact the Chief Executive Officer at 801-900-5676 at least 24 hours before the meeting.