

MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

Regular Meeting

Date: Wednesday, March 15, 2017
Time: 4:21 p.m. – 5:21 p.m.
Location: 650 West 100 North
Provo, Utah

Opening Business

- 1. Welcome and Roll Call:** Chairman Doug Gale welcomed the Board and opened the meeting at 4:21 p.m. The following members of the Board of Commissioners and staff in attendance were: Chairman Doug Gale; Vice-Chair Jonathan Kau; Commissioner Buddy Richards; Commissioner Valerie Lee; Robert Vernon, Executive Director; Cindy Daley, Rental Subsidy Manager, Shannon Dalley, Financial Services Manager and Becky Chipman, Executive Assistant. Commissioner Kim Santiago joined the meeting at 4:29pm. Commissioner Lauren Manzione and Commissioner Craig Carlile were excused.
 - 2. Approval of Minutes for February 15, 2017 Regular Board Meeting:** Chairman Gale referred the Board to tab 1, which contained the February 15, 2017 Regular Meeting Minutes. Commissioner Buddy Richards moved to approve the Minutes for February 15, 2017. Vice-Chair Kau seconded the motion. The motion passed unanimously, 4:0.
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Executive Directors Report: Mr. Vernon updated the Board on his recent move to Utah and some of his conferences scheduled. There was some discussion of changes in funding that may be approved by Washington. Mr. Vernon assured the Board this is very preliminary.

The Board was presented with the SEMAP and PHAS Scores which were high scores.

Mr. Vernon gave some detail about the new software that will be a great addition to PCHA. Mr. Vernon updated the Board on the status of a list of performance goals.

Discussion Items

- 1. Public Comment:** No members of the public were present.
 - 2. New Office Update:** There was a neighborhood meeting that was held on March 14, 2017 at Dixon Middle School where Mr. Vernon presented the new office plans to the neighborhood. Of 862 flyers that were delivered there were 12 neighbors from Dixon neighborhood present. Some of the neighbors had some concern with the new building and how it will look in the neighborhood. Mr. Vernon asked Guil Rand with Architectural Coalition to redraw the plan to accommodate the neighbors which were done the next day. The Board had some questions about the new plans that were satisfied by Mr. Vernon. This will take another two weeks to have new plans drawn. Mr. Vernon is still working with some experts on financing options that are allowed by HUD. There will be more information available for the next board meeting.
 - 3. Selection of Date and Time to take a Public Housing Tour:** The Board has agreed to reschedule a tour of public housing units on May 9, 2017 at 4:00pm-6:00pm.
 - 4. Change Aprils Board Meeting from April 19th to April 26th:** Mr. Vernon and Mrs. Daley will be attending the Utah NAHRO Conference in St. George on the 19th and would like to move the next Board Meeting to April 26th at 4:15pm.
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Action Item

1. Approval of Monthly Financial Statements: Chairman Gale referred the Board to tab 2, which contained PCHA monthly financial statements and disbursements. This is a document that Chairman Gale has signed in the past. Mr. Vernon is going to start having the Board of Commissioners approve these financials on a monthly basis. The Board asked some questions about the financials that were answered by Mr. Vernon and Mrs. Dalley, Financial Services Manager. Vice-Chair Kau moved to approve the Financials for January and February 2017. Commissioner Santiago seconded the motion. The motion passed unanimously, 5:0.

Adjourn: Chairman Gale moved to adjourn the meeting. Commissioner Richards motioned to approve. Commissioner Lee seconded the motion. The motion passed unanimously, 5:0. The meeting was closed at 5:21p.m. The next meeting of the Provo City Housing Authority is scheduled for April 26, 2017 @ 4:15 p.m.
