

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

---

### Regular Meeting

---

**Date:** Wednesday, June 20, 2018  
**Time:** 4:22 p.m. – 4:58 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 4:22 p.m. The following members of the Board of Commissioners and staff in attendance were: Chairman Doug Gale; Vice-Chair Jon Kau; Commissioner Craig Carlile; Commissioner Lauren Manzione; Commissioner Valerie Lee; Robert Vernon, Chief Executive Officer; Cindy Daley, Rental Subsidy Manager; April Smith, Owned Housing Manager; Dean Clements, Facilities Manager and Becky Chipman, Executive Assistant. Commissioner Kim Santiago and Buddy Richards were excused. Dean Clements was excused at 4:31 p.m.
  - 2. Approval of Minutes for Wednesday, May 23, 2018:** Chairman Doug Gale referred the Board to Tab 1, which contained the Minutes for May 23, 2018. Commissioner Craig Carlile made a motion to approve the minutes for Wednesday, May 23, 2018. Commissioner Lauren Manzione seconded the motion. The motion passed unanimously, 5:0.
- 

#### Chief Executive Officer Report

- The new office building moving slow due to supplies being on backorder. The electrical is almost complete. Dean has asked for a change order to do block wall around the transformer. There is some concern with the block and mortar. The roof is on backorder and so is the elevator.
- 

#### Discussion Items

- 1. Public Comment:** None of the public was present for comment.
  - 2. Housing Choice Voucher Leasing Worksheet:** Chairman Doug Gale referred the Board to tab 2, which contained the Housing Choice Voucher Leasing Worksheet. Mrs. Daley gave a presentation on the Housing Choice Vouchers and the concern with voucher holders not being able to lease up in Provo. Rents are too high for Provo residents to use the voucher.
- 

#### Action Items

- 1. April 2018 Financials and Disbursements:** Chairman Doug Gale referred the Board to tab 3, which contained April 2018 Financials and Disbursements. The Board of Commissioners had several questions that were satisfied by Mr. Vernon. Vice-Chair Jon Kau made a motion to approve the April 2018 Financials and Disbursements. Commissioner Lauren Manzione seconded the motion. The motion passed unanimously, 5:0.
  - 2. Elect 3 Board Members to represent PCHA on the URH Board of Directors:** Mr. Vernon would like to delay this until the next board meeting where he will discuss it. Commissioner Craig Carlile made a motion to delay this item until the August Board of Commissioners meeting. Vice-Chair Jon Kau seconded the motion. The motion passed unanimously, 5:0.
  - 3. Approve 2018 PHA Plan:** Chairman Doug Gale referred the Board to tab 4, which contained the 2018 PHA Plan. Commissioner Craig Carlile made a motion to approve the 2018 Annual PHA Plan. Commissioner Valerie Lee seconded the motion. The motion passed unanimously, 5:0. Mrs. Smith explained this document and let the Board know this is an approval required by HUD every year. Mr. Vernon gave some information regarding the Public Housing spending.
- 

**Adjourn:** Chairman Doug Gale asked for a motion to adjourn the meeting. Commissioner Craig Carlile made a motion to adjourn. Commissioner Lauren Manzione seconded the motion. The motion passed unanimously, 5:0. The meeting was closed at 4:58 pm. The next meeting of the Provo City Housing Authority is Wednesday, July 18, 2018 @ 4:15 p.m.

---