



# AGENDA OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

## Regular Meeting

**Date:** Wednesday, Dec. 14, 2016  
**Time:** 4:15 p.m. – 5:25 p.m.  
**Location:** 650 West 100 North  
 Provo, Utah

### Opening Business

- |           |  |              |
|-----------|--|--------------|
| 1 Minute  | 1. Welcome and Roll Call                                     |              |
| 4 Minutes | 2. Approval of Minutes for November 16, 2016 Regular Meeting | <b>Tab 1</b> |

### Executive Director's Report

- |            |                               |
|------------|-------------------------------|
| 15 Minutes | 1. Cascade Gardens Apartments |
|            | 2. Staff                      |
|            | 3. PCHA (Office Report)       |

### Discussion Items

- |            |  |
|------------|--|
| 5 Minutes  | 1. Public Comment (if any)                               |
| 15 Minutes | 2. New Office Update (basement, elevator cost breakdown) |

### Action Items

- |            |  |              |
|------------|--|--------------|
| 10 Minutes | 1. Personnel Policy (Employee Handbook Update) | <b>Tab 2</b> |
|------------|--|--------------|

- |            |  |              |
|------------|--|--------------|
| 10 Minutes | 2. Spotlight Tenant  |              |
|            | 3. Approval of Budget Revisions for Fiscal Year Ending Dec. 31, 2016 | <b>Tab 3</b> |
|            | a. Revision to the Maple View Apartments Operating Budget            |              |
|            | b. Revision to the Canyon View Apartments Operating Budget           |              |
|            | c. Revision to the Maeser Apartments Operating Budget                |              |
|            | d. Revision to the Franklin Heights CROWN Operating Budget           |              |
|            | e. Revision to the Cascade Gardens Operating Budget.                 | <b>Tab 4</b> |

- |            |  |  |
|------------|--|--|
| 10 Minutes | 4. Approval of Budget for the Fiscal Year Ending December 31, 2017 |  |
|            | a. Approval of the Maple View Apartments Operating Budget          |  |
|            | b. Approval of the Canyon View Apartments Operating Budget         |  |
|            | c. Approval of the Maeser Apartments Operating Budget              |  |
|            | d. Approval of the Franklin Heights CROWN Operating Budget         |  |
|            | e. Approval to the Cascade Gardens Operating Budget                |  |

### Adjourn

<b>Attachment</b>	Tenancy and Program Reports	<b>Tab 5</b>
-------------------	-----------------------------	--------------

A copy of the agenda was posted on the State Public Meeting website at <http://www.utah.gov/pm/index.html> as well as at the Provo City Housing Authority on, Thursday, Dec. 8, 2016 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/pm/index.html>.

In compliance with the American's with Disabilities Act, individuals needing special accommodations during this meeting should contact the Executive Director at 801-900-5676 at least 24 hours prior to meeting.

NOTICE OF POSSIBLE ELECTRONIC OR TELEPHONIC PARTICIPATION: One or more members of the Provo City Housing Authority Board may participate electronically or telephonically pursuant to Utah Code 52-4-207. Please direct any questions regarding participation to the Executive Director at 801-900-5676. All times are approximate. Persons wanting to participate in agenda items should be in attendance at 4:15 p.m., unless otherwise directed. Please direct any questions regarding the agenda to the Executive Director at 801-900-5676.