MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

Date: Time: Location:	June 17, 2026 3:00 p.m. 688 West 100 North, Provo, UT 84601

Opening Business

1. **Welcome and Roll Call:** Chairperson Martha Wingate welcomed the Board of Commissioners and staff and opened the meeting at 3:05 p.m. The following members of the PCHA Board of Commissioners and staff were in attendance: Chairperson Wingate, Commissioner Wilson, Commissioner Mackay, Commissioner Hemsath, Commissioner Gardner, Interim Executive Director Paula Curtis, DED Jessie Oyler, and CFO Shannon Dalley.
   - Excused: Commissioner Speckhard.

2. **Approval of Minutes for the PCHA Board Meeting May 20, 2026:** Motion made by Commissioner Wilson and seconded by Commissioner Gardner. Motion passed 4:0 approval

Public Comment: No Public Comment

Interim Executive Director's Report:

1. **Section 18 Disposition & RAD Conversion Update**: Paula reported on having submitted 8 offers on the Section 18 Disposition sites E, G, O, P (all one buyer), and R 2402 (separate buyer) to HUD. We received 28 bids and took the best offer for sites E, G, O, and P. The buyer for these sites wants them to be utilized by the tenants living there now with their tenant protection voucher. The buyer for site R 2402 wants it to be owner-occupied. Both are Utah-based landlords. We are meeting with investors and getting ready to submit the LIHTC Application and Financing Plan. One investor we met with was the Richman Group, which GHP was interested in working with as well. We are hopeful to work with them. As a high-performing agency, Paula will get banners as you walk into the building that show that we are a high-performing agency. She will also be updating the agency timeline photos and information to post in the lobby, along with a staff and board photo, which everyone was in agreement to be coordinated at a later date. As well, we will be upgrading the bench in the lobby. Paula shared that we have a market rate rent unit at our Dixon Court property that we were able to fill with one of our maintenance workers who went through our waiting list process and was approved for the unit.

2. **Staff Engagement:** Jessie reported that the agency is fully staffed with 25 employees. 6 employees will be attending an NSPIRE training on June 25th. All of HCV, with the exception of our Housing Inspector, are all new employees. Success story of a tenant at Maple View tenant displaying his art in the lobby. Tips and Tricks cleaning meetings are not very well attended by tenants. PCHA was awarded a wellness award from PEHP. Jenny suggested placing the awards out front in the lobby. Paula shared our Spring Clean Up event and Bonneville with staff and residents. Martha expressed interest in board attendance and participation at our annual Spring Clean Up event.

Discussion and Action Items:

1. **Review April 2026 Financials**, presented by Shannon: Budget vs. actual was reviewed. Details were sent via email, and hard copies were provided. Commissioner Gardner made a motion to approve, and Commissioner Hemsath seconded. Motion passed 5:0

2. **Resolution 06-A-2026 Use of Capital Funds for RAD Conversion:** HUD wants a board resolution signed demonstrating that PCHA could use all of its capital funds for the RAD Conversion. Commissioner Mackay made a motion to approve, and Commissioner Hemsath seconded. Motion passed 5:0.

3. **Admin Plan Updates Review:** No chapters to review, as it is an ongoing process. We are taking our time to make sure it's done accurately.

4. **Re-appoint Eric Speckhard to serve another term:** Commissioner Wingate confirmed Commissioner Speckhard wants to continue as a PCHA board member. Commissioner Gardner shared two potential candidates (Daniel Jensen and Christian Otting) for the PCHA board or the URH board.

5. **Open Board Member Seat-Suggestions:** Commissioner Gardner shared two potential candidates (Daniel Jensen, planning, and Christian Otting, financials) for the PCHA board or the URH board. Commissioner Wingate also suggested Jane Carlyle from the Community Land Trust Board as a potential candidate. Paula shared Peter Johnston's application to be a board member, and Commissioner Wingate stated she will reach out to him. Commissioner Gardner offered to reach out to the suggested board members she shared.

6. **Occupancy Report:** Informational- 99% occupancy.

No Closed Session

Adjourn: Commissioner Hemsath made a motion to adjourn the meeting at 4:02 p.m. Commissioner Mackay seconded the motion. Motion passed 6:0

The next PCHA Board Meeting is scheduled for July 15, 2026, at 3:00 p.m.