

MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

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| Date: Time: Location: | Wednesday, February 21, 2024 3:00 p.m. 688 West 100 North, Provo, UT 84601 |
| Opening Business | |
| <ol style="list-style-type: none">Welcome and Roll Call: Chairman Martha Wingate welcomed the Board of Commissioners and staff and opened the meeting at 3:15 p.m. The following members of the PCHA Board of Commissioners and staff were in attendance: Chairman Martha Wingate, Commissioner Wilson, Commissioner Speckhard, Commissioner MacKay, Vice-Chair Hemsath (via Zoom), Shannon Dalley (via Zoom), Chief Financial Officer, Paula Curtis, Executive Assistant, and Sarah Van Cleve, Executive Director.Approval of Minutes for PCHA Board Meeting January 17, 2024: Commissioner Wilson made a motion to approve the Minutes for the January 17, 2024 PCHA Board Meeting. Vice-Chair Hemsath seconded the motion. The vote was unanimous, 3:0 | |
| Public Comment: No Public Comment | |
| Executive Director' Report: | |
| <ol style="list-style-type: none">Auditing Services Update: PCHA looking for a new auditing firm and are accepting bids. There have been 2 promising ones submitted. They will be reviewed and a decision made soon.Shortfall Outcome and more: The 2023 shortfall numbers came within the amount that the Board had previously approved. There were no surprises with the end results, it played out just as expected and should benefit the voucher program in the upcoming years' funding amounts.Staff Goals: Goals have been set for the staff and they will be working on them throughout the year. These goals will be evolving as they are completed and new ones added. | |
| Discussion and Action Items: | |
| <ol style="list-style-type: none">Review and Approval of December 2023 Financials: Ms. Dalley reviewed the December 2023 financials with the Board and went over the different categories to show that the accounts are all in line with the budget. Commissioner MacKay made a motion to approve the December 2023 financials. Commissioner Speckhard seconded the motion. The vote was unanimous, 4:0. | |

2. Approve SEMAP Resolution 2-A-2024:

The SEMAP certification has been completed and is ready for approval and submission to HUD. Commissioner Speckhard made motion to approve the resolution. Commissioner Wilson seconded the motion. The vote was unanimous, 4:0

3. Occupancy Report:

This will be an ongoing report that will be provided to the Board each month keeping them informed about the public housing units' vacancy and occupancy rates.

4. Homeless Housing:

Conversations being started with the CoC, Community Action and a local developer who is interested in a housing first project in Provo. He is drawing up mock plans to give some insight as to what this project might look like in the future.

5. Other Discussion: Happy to announce that the FSS Coordinator position has been filled and the job opening for a Deputy Executive Director has been posted.

Closed Session:

Adjourn: A motion was made to adjourn the meeting. Motion was made by Commissioner Speckhard. Commissioner MacKay seconded the motion. The vote was unanimous, 4:0;

Next Meeting will be Wednesday March 20th, 2024 at 3:00 pm.