

MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

Regular Meeting

Date: Wednesday, March 20, 2019
Time: 4:28 p.m. – 5:00 p.m.
Location: 688 West 100 North
Provo, Utah

Opening Business

- 1. Welcome and Roll Call:** Chairman Doug Gale welcomed the Board of Commissioners and staff then opened the meeting at 4:28 p.m. The following members of the Board of Commissioners and staff in attendance were: Chairman Doug Gale; Vice-Chair Lauren Manzione; Commissioner Craig Carlile; Commissioner Lynette Hemsath; Robert Vernon, Chief Executive Officer; Shannon Dalley, Financial Services Manager; Cindy Daley, Owned Housing Manager; Paula Curtis, Assistant Rental Subsidy Manager; Becky Graves Assistant Owned Housing Manager and Becky Chipman, Executive Assistant.
 - 2. Approval of Minutes for Wednesday, February 21, 2019** Chairman Doug Gale referred the Board to Tab 1, which contained the Minutes for February 21, 2019. Vice-Chair Lauren Manzione made a motion to approve the minutes for Wednesday, February 21, 2019. Commissioner Lynette Hemsath seconded the motion. The motion passed unanimously, 4:0.
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Chief Executive Officer Report

- **Employee Promotions:** Mr. Vernon introduced Paula Curtis as the new Rental Subsidy Manager and Becky Graves as the Assistant Owned Housing Manager. Cindy Daley will retire from the housing authority at the end of the year and hire on with Utah Community Land Trust.
 - **Capital Fund Spending:** PCHA needs to spend money from the Capital Funds Grant and updating some properties. There are some issues finding contractors to do the work and giving bids. Mr. Vernon gave some explanation on changes being made at HUD and how they will affect housing authorities.
 - **Washington, D.C. Conference:** Mr. Vernon is going to the congressional conference in Washington, D.C. in April and will meet with Utah Representatives.
 - **Old Office Building:** Mr. Vernon has been attempting to find organizations that provide services to seniors to rent it as office space. Mr. Vernon would like to turn one of the units into a workout room for the staff.
 - **Housing Choice Vouchers:** PCHA has cut back on spending the HCV reserves and won't be raising rent standards this year. The board of commissioners had some questions that were satisfied by Mrs. Daley and how many vouchers have leased into Utah County.
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Discussion Items

- 1. Public Comment:** None of the public was present for comment.
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Action Items

1. January 2019 Financial Statements and Distributions: Chairman Doug Gale referred the board to tab 2, which contained the January 2019 Financial Statements and Distributions. Mrs. Dalley gave some explanation. Commissioner Craig Carlile made a motion to approve. Vice-Chair Lauren Manzione seconded the motion. The motion passed unanimously, 4:0.

Adjourn: Chairman Doug Gale asked for a motion to adjourn the meeting. Commissioner Lynette Hemsath made a motion to adjourn. Vice-Chair Lauren Manzione seconded the motion. The motion passed unanimously, 4:0. The meeting was closed at 5:00 pm. The next meeting of the Provo City Housing Authority is Wednesday, April 17, 2019 @ 4:15 p.m.
