

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

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### Regular Meeting

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**Date:** Wednesday, April 17, 2019  
**Time:** 4:25 p.m. – 5:00 p.m.  
**Location:** 688 West 100 North  
Provo, Utah

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#### Opening Business

- 1. Welcome and Roll Call:** Chairman Doug Gale welcomed the Board of Commissioners and staff then opened the meeting at 4:25 p.m. The following members of the Board of Commissioners and staff in attendance were: Chairman Doug Gale; Vice-Chair Lauren Manzione; Commissioner Lynette Hemsath; Commissioner George Handley; Robert Vernon, Chief Executive Officer; Shannon Dalley, Financial Services Manager; Paula Curtis, Assistant Owned Housing Manager; and Becky Chipman, Executive Assistant.
  - 2. Approval of Minutes for Wednesday, March 20, 2019** Chairman Doug Gale referred the Board to Tab 1, which contained the Minutes for March 20, 2019. Vice-Chair Lauren Manzione made a motion to approve the minutes for Wednesday, March 20, 2019. Commissioner George Handley seconded the motion. The motion passed unanimously, 4:0.
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#### Chief Executive Officer Report

- **Employees:** Mr. Vernon gave an update on some employees and health issues.
  - **Employee Appreciation Party:** The employees threw an appreciation party for the maintenance staff for their hard work helping move into the new office.
  - **New Office Open House:** PCHA will have an open house to celebrate the new office building on May 13<sup>th</sup> from 12-4.
  - **Housing Summit:** Mr. Vernon and Commissioner George Handley attended a housing summit at Utah Valley Convention center.
  - **Church Humanitarian Project:** Mr. Vernon, Mrs. Daley, Janet Augustus and April Smith attended a LDS service project where many items were donated for Skyline North Apartments.
  - **Washington, D.C. Conference:** Mr. Vernon attended the NAHRO conference in Washington, D.C. and had meetings with congressional delegation and made several contacts with staff.
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#### Discussion Items

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

**1. February 2019 Financial Statements and Distributions:** Chairman Doug Gale referred the board to tab 2, which contained the February 2019 Financial Statements and Distributions. Mrs. Dalley gave some explanation. Commissioner George Handley made a motion to approve. Commissioner Lynette Hemsath seconded the motion. The motion passed unanimously, 4:0.

**2. Approve Re-instatement of \$50 minimum rent for the Housing Choice Voucher Program:** Chairman Doug Gale referred the board to tab 3, which contained a memo from Mrs. Daley of some cost savings for the Housing Choice Voucher Program. Mrs. Curtis gave an explanation why this is being done and let the Board know this has been done in the past. Commissioner Lynette Hemsath had some questions about the policy. Vice-Chair Lauren Manzione made a motion to approve. Commissioner George Handley seconded the motion. The motion passed unanimously, 4:0

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**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 5:14 pm. The next meeting of the Provo City Housing Authority is Wednesday, May 15, 2019 @ 4:15 p.m.

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