

MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

Regular Meeting

Date: Wednesday, June 19, 2019
Time: 4:30 p.m. – 5:14 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 4:30 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 Buddy Richards; Commissioner George Handley; Robert Vernon, Chief Executive Officer; April Smith, Owned Housing Manager; Shannon Dalley, Financial Services Manager and Becky Chipman, Executive Assistant. Lance Mercer with B2A, CPA presented.
 - 2. Approval of Minutes for Wednesday, May 15, 2019:** Chairman Doug Gale referred the Board to Tab 1, which contained the Minutes for May 15, 2019. Commissioner George Handley made a motion to approve the minutes for Wednesday, May 15, 2019. Commissioner Buddy Richards seconded the motion. The motion passed unanimously, 5:0.
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Chief Executive Officer Report

- Mr. Vernon introduced Claudia Garcia PCHA's new employee for Section 8.
 - PCHA is moving forward on the new maintenance building. Provo power has to move a power pole.
 - Mr. Vernon would like to ask the School District for Dixon Middle School land restore the original areas of the school, and build additional housing.
 - Mr. Vernon gave an update on the staff changes and the upgrades at the old office building.
 - There was some discussion on some units that were approved in Provo City.
 - Mr. Vernon is taking bids through the state contract to get a new car for the inspector. Mr. Vernon will need approval for this purchase.
 - There is a request for proposal to update the Valley Villa common areas.
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Discussion Items

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

1. 2018 Audited Financials: Chairman Doug Gale referred the board to tab 2, which contained the 2018 audited financials. Lance Mercer with B2A gave a demonstration of their finding on the audited financials. There were no findings or concerns. The Board of Commissioners had some questions that were satisfied by Mr. Mercer and Mrs. Dalley. Commissioner Craig Carlile made a motion to approve the 2018 Audited Financials. Commissioner Buddy Richards seconded the motion. The motion passed unanimously, 5:0.

2. April 2019 Financial Statements and Distributions: Chairman Doug Gale referred the board to tab 3, which contained the April 2019 Financial Statements and Disbursements. Mrs. Dalley and Mr. Vernon answered some questions from the Board about what some of the different deposit accounts Commissioner George Handley made a motion to approve. Commissioner Lynette Hemsath seconded the motion. The motion passed unanimously, 5:0.

3. Donation of Properties from PCHA to URH: Mr. Vernon explained there are 5 properties to convey to Utah Regional Housing. This action has previously been approved by the Board and Mr. Vernon wanted to give a current update.

Adjourn: Chairman Doug Gale asked for a motion to adjourn the meeting. Commissioner Craig Carlile made a motion to adjourn. Commissioner George Handley seconded the motion. The motion passed unanimously, 5:0. The meeting was closed at 5:14 pm. The next meeting of the Provo City Housing Authority is Wednesday, July 17, 2019 @ 4:15 p.m.
