

MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

Regular Meeting

Date: Wednesday, September 18, 2019
Time: 3:45 p.m. – 6:05 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 3:45 p.m. The following members of the Board of Commissioners and staff in attendance were: Chairman Doug Gale; Commissioner Lynette Hemsath; Commissioner Buddy Richards joined the meeting at 3:52 p.m.; Commissioner Craig Carlile; Robert Vernon, Chief Executive Officer; Paula Curtis, Rental Subsidy Manager; Shannon Dalley, Financial Services Manager; Cindy Daley, Rental Subsidy Manager and Becky Chipman, Executive Assistant.
 - 2. Approval of Minutes for Wednesday, July 17, 2019:** Chairman Doug Gale referred the Board to Tab 1, which contained the Minutes for July 17, 2019. Commissioner Lynette Hemsath made a motion to approve the minutes for Wednesday, July 17, 2019. Commissioner Craig Carlile seconded the motion. The motion passed unanimously, 4:0.
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Chief Executive Officer Report

- Trying to get the Bonneville Apartments open by October 1st.
 - HUD has scheduled the REAC inspection for September 30, 2019
 - **Two year budget deal passed by the House of Representatives**
 - **Construction has started on the Maintenance Addition**
 - **Introduce new employee Jackie Cabrera**
 - **Mr. Vernon gave an update on his trip to Washington, DC for the Legislative Conference.**
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Discussion Items

- 1. Public Comment:** None of the public was present for comment.
 - 2. Public Housing Repositioning and Strategies:** Mr. Vernon gave an explanation regarding this option and how this will help funding.
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Action Items

1. Approve Resolution No. 09-A-19 Revision to Public Housing Operating Budget for fiscal year 2019: Chairman Doug Gale referred the board to tab 2, which contained resolution no. 09-A-19. Mrs. Dalley gave some information of the revisions of the operating budget. Commissioner Craig Carlile made a motion to approve resolution 09-A-19. Commissioner Buddy Richards seconded the motion. The motion passed unanimously, 4:0.

2. Approve Resolution No. 09-B-19 Approval to Public Housing Operating Budget for fiscal year 2020: Chairman Doug Gale referred the board to tab 3, which contained resolution no. 09-B-19 this is a budget that is presented every year and it mostly mirrors the revision. Commissioner Buddy Richards made a motion to approve resolution no. 09-B-19. Commissioner Lynette Hemsath seconded the motion. The motion passed unanimously, 4:0.

3. June 2019 Financial Statements and Disbursements: Chairman Doug Gale referred the board to tab 4, which contained June 2019 Financial Statements and Disbursements. Mrs. Dalley and Mr. Vernon answered some questions from the Board that was satisfied. Commission Craig Carlile made a motion to approve. Commissioner seconded the motion. The motion passed unanimously, 4:0.

4. July 2019 Financial Statements and Disbursements: Chairman Doug Gale referred the board to tab 5, which contained July 2019 Financial Statements and Disbursements. Mrs. Dalley and Mr. Vernon answered some questions from the Board that was satisfied. Craig Carlile made a motion to approve. Commissioner Lynette Hemsath seconded the motion. The motion passed unanimously, 4:0.

5. Approve Resolution No. 09-C-19 Receivable Write-Offs: Commissioner made a motion to approve Lynette seconded by Buddy

6. Approve Resolution No. 09-D-19 Equipment Write-Offs:

Adjourn: Chairman Doug Gale asked for a motion to adjourn the meeting. Commissioner made Craig & Buddy a motion to adjourn. seconded the motion. The motion passed unanimously, 5:0. The meeting was closed at 6:05 pm. The next meeting of the Provo City Housing Authority is Wednesday, October 16, 2019 @ 4:15 p.m.
