



MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

Date:	Wednesday, September 17, 2025
Time:	3:00 p.m.
Location:	688 West 100 North, Provo, UT 84601

Opening Business

- Welcome and Roll Call:** Chairperson Wingate welcomed the Board of Commissioners and staff and opened the meeting at 3:03 p.m. The following members of the PCHA Board of Commissioners and staff were in attendance: Vice Commissioner Michaelann Gardner, Commissioner Wilson, Commissioner Speckhard, Commissioner McKay, Housing Operations Manager Paula Curtis, DED Jessie Oyler, and ED Sarah Van Cleve.

Excused: Commissioner Hemsath.

- Approval of Minutes for PCHA Board Meeting August 20, 2025:** Commissioner Speckhard made a motion to approve, and Commissioner Gardner made the second. Motion passed 5:0

Public Comment: It was posted for public comments on the significant 5-year amendment and Annual Plan. There were no public comments.

Executive Team Report:

1. RAD:

- The original plan was to bring the application to the board at the September board meeting. We have slowed down to evaluate the properties and determine if the upgrades are suitable for a Tax Credit application. We are interested in applying for a tax credit for Valley Villa and Mountain View. The board would like to explore the possibility of requiring owner-occupied buyers.
- We have reached out to the Utah Preservation group to see if they are interested in any of the duplexes. Utah Community Land Trust may be interested in purchasing a few homes for resale to preserve affordable housing. We aim to avoid investors who buy properties with the intention of flipping or renting them at a higher price.
- The board would like to see a media piece on the RAD conversion and an overall synopsis of what PCHA does. The RAD conversion also requires approval from the mayor. Create a one-pager that describes our current activities and what's available.
- There is a new amount of down payment assistance for Provo home sales. It's now 60K down and is a silent second on the home.

- Annual Plan:** The plan is completed and out for public review. The majority of the Annual Plan is the RAD conversion. The plan is due on October 17th, so we will ask for board approval at the October 15th meeting.

3. **Settlement with FFKR:** We spent a day and ½ in mediation. The original ask was 648K, and we settled for 309K. That covered most of the Energy Star/Enterprise Green retrofit.
4. **Staff Engagement:** Paula explained the process to absorb the EHV vouchers, a program that is sunsetting. This will help boost the HCV numbers and increase expenses, enabling PCHA to remain a high performer with SEMAP.

Discussion and Action Items:

1. Review and Approval of July 2025 Financials. Minor questions on a few larger checks. Motion to approve by Commissioner Speckhard and seconded by Commissioner Garder. Financials Approved 4:0
2. Occupancy Report: Looks ok, slightly more vacant units than usual.
3. Tentative approval of 4 PVB vouchers for Geneva Road, we will make a formal request at the October meeting. Approved 5:0

Adjourn: A motion was made to adjourn the meeting at 4:00 pm Commissioner Speckhard made the motion, and Commissioner Garnder seconded the motion. The vote was unanimous, 4:0.

The next meeting will be held on Wednesday, October 15, 2025, at 3:00 pm.