PROVO CITY HOUSING AUTHORITY

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

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| Date:<br>Time:<br>Location: | Wednesday, 2024<br>3:00 p.m.<br>688 West 100 North, Provo, UT 84601 |

**Opening Business**

**1. Welcome and Roll Call:** Chairman Martha Wingate welcomed the Board of Commissioners and staff and opened the meeting at 3:05 p.m. The following members of the PCHA Board of Commissioners and staff were in attendance: Vice Chair Lynette Hemsath Commissioner Wilson (3:10), Commissioner Speckhard, Commissioner MacKay, Paula Curtis Operations Manager, Jessie Oyler, DED, Shannon Dalley CFO, and Sarah Van Cleve, Executive Director, and Scott Farnes (Auditor) from FJ & Associates, PLLC~~.~~

Excused: Commissioner Christian Faulconer

**2. Approval of Minutes for PCHA Board August 21, 2024 Meeting,** Commissioner MacKay made a motion to approve the Minutes for the July 17, 2024 PCHA, Board Meeting. Commissioner Hemsath seconded the motion. The vote was unanimous, 5:0.

**Public Comment:** Craig Christensen was in attendance

**Executive Team Report:**

1. **New Mission Statement;** The staff collaborated at the staff retreat and came up with a mission statement that is representative of what we do.

   "Provo City Housing Authority (PCHA) intentionally supports the well-being and self-reliance of families and individuals by providing resources that compassionately promotes confidence, stability, and opportunities in order to build and fortify a stronger community"

2. **Approval of PHA Plan:** Ms. Van Cleve went over the PHA plan and need for a significant amendment to remove the competitive process.

3. **Discussion of ACOP:** The major change is the over income families, the removal of EID and nspire inspections.

4. **Partnering with the City:** The Bolders has come again as a problem property. Commissioner Speckhard suggested reaching out the owner and see what can be done. We also want to make the kids on the property are working with the boys and girls club. There are several residents who have expressed concerns with the management.

**Discussion and Action Items:**

1. **Presentation and Approval of the 2023 Audited Financials. Scott** Farnes presented the 2023 audited financials. There were no material findings. Scott gave Shannon Dalley high marks for her skills and successful audit. Commissioner Speckhard made a motion to approve the 2023 audited financials, Commissioner Hemsath seconded the motion;2023 audited financials were approved. Approve 5:0.

   ****We did not approve the financials for July 2024, the agenda item will be moved to the October meeting. ****

2. **Occupancy Report:** no questions

3. **Approval ACOP:** Commissioner Speckhard made a motion to approve the ACOP, Commissioner Mackay 2nd, motion passed 5:0

**Adjourn:** Commissioner Speckhard made a motion and Commissioner Hemsath seconded the motion. The meeting ended at 4:00 and opened executive session. Commissioner made a motion to open the general meeting and close it and Wilson 2nd the motion. Meeting opened and closed at 4:11 pm.

**Executive Session:** From 4:00 to 4:10, Commissioner Makay **m**ade a motion to close executive session, and Commissioner Hemseth 2nd the motion to close the meeting at 4:10 pm.