

MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

Regular Meeting

Date: Wednesday, January 18, 2017
Time: 4:16 p.m. – 5:48 p.m.
Location: 650 West 100 North
Provo, Utah

Opening Business

- 1. Welcome and Roll Call:** Chairman Doug Gale welcomed the Board and opened the meeting at 4:16 p.m. The following members of the Board of Commissioners and staff in attendance were: Chairman Doug Gale; Vice-Chair Jonathan Kau; Commissioner Kim Santiago; Commissioner Lauren Manzione; Robert Vernon, Executive Director; Shannon Dalley, Financial Services Manager; Cindy Daley, Rental Subsidy Manager; April Smith, Owned Housing Manager; Dean Clement, Facilities Manager; Becky Chipman, Executive Assistant; Guil Rand with Architectural Coalition was present. Commissioner Craig Carlile, Commissioner Buddy Richards and Commissioner Valerie Lee were excused from the meeting. Tony Amata and Gilbert Ramirez members of the public were in attendance. Guil Rand with Architectural Coalition joined the meeting at 4:18pm. Guil Rand was excused from the meeting at 5:12pm.
 - 2. Approval of Minutes for Wednesday, December 14, 2016:** Chairman Gale referred the Board to Tab 1, which contained the Minutes for December 14, 2016. Commissioner Kim Santiago moved to approve the minutes for December 14, 2016. Commissioner Lauren Manzione seconded the motion. The motion passed unanimously, 4:0.
 - 3. Approval of Minutes for Wednesday, January 11, 2017 Special Meeting:** Chairman Gale referred the Board to Tab 2, contained the Minutes for January 11, 2017. Commissioner Kau moved to approve the minutes for the special board meeting held January 11, 2017 with the adjustment that the meeting was approved 5:0 not 6:0. Commissioner Santiago seconded the motion. The motion passed unanimously, 4:0.
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Executive Directors Report: Mr. Vernon gave a report to Board of Commissioners on how PCHA would like to move forward with Board Meetings and what to report to the Board of Commissioners. PCHA has the authority to draw down 100% of the capital funds draw at the first of the year to help with time management. The Board reviewed a printout of PCHA's discretionary account where Mr. Vernon gave some input on combining this with the Non-Profit Organization. This is not an action item now Mr. Vernon would like to look into this at a further date. Mr. Vernon inquired when the Board would like to schedule a tour with the Board to take a tour of PCHA's Public Housing units. The Board asked some questions that were satisfied by Mr. Vernon.

Discussion Items

- 1. Public Comment:** Two members of the public were present and didn't have any comments.
 - 2. Executive Director and Staff Conference Schedule:** Chairman Gale referred the Board to tab 3, which contained the Executive Directors list of conferences to attend. The Board was provided a printout which contained this year's budget for staff travel and training. Mr. Vernon answered questions from the Board about what different organization and trainings were available and what ones are the best. The Board recommends there still be training available to all the staff and for Mr. Vernon to attend conferences. Commissioner Kim Santiago motioned to approve minus the NAHRO summer conference. Commissioner Lauren Manzione seconded the motion. The motion passed unanimously, 4:0.
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Action Item

2. New Office Update: Guil Rand with Architectural Coalition gave a presentation on the new office building and some of the changes Mr. Vernon would like to make. Some discussion ensued and the Board thought the change to the plans of the new office building made sense. The Board asked the Architect several questions that were satisfied by Mr. Rand. Mr. Vernon explained to the Board some thoughts on extra financing. Mr. Rand has plans drawn up and is ready to turn them into Provo City Planning Department. Vice-Chair Kau motioned to approve the new drawings. Commissioner Manzione seconded the motion. The motion passed unanimously, 4:0.

Adjourn: Chairman Gale moved to adjourn the meeting. Vice-Chair Kau motioned to approve. Commissioner Santiago seconded the motion. The motion passed unanimously, 4:0. The meeting was closed at 5:48p.m. The next meeting of the Provo City Housing Authority is scheduled for February 15, 2017 @ 4:15 p.m.
