



MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

Date:	Wednesday, April 20, 2022
Time:	4:00 p.m.
Location:	688 West 100 North, Provo, UT 84601 and Zoom

Opening Business

- Welcome and Roll Call:** Chairman Doug Gale welcomed the Board of Commissioners and staff and opened the meeting at 4:05 p.m. The following members of the PCHA Board of Commissioners and staff were in attendance: Chairman Doug Gale; Vice-Chairperson Lynette Hemsath, Commissioner Christian Falconer, Commissioner Eric Speckhard, Commissioner George Handley, Robert Vernon, Chief Executive Officer, Cindy Daley, Deputy Director; Shannon Daley, Financial Services Manager, Paula Curtis, Executive Assistant, Dean Clements, Facilities Manager and Pamela Liston, Special Projects Manager.
- Approval of Minutes for PCHA Board Meeting March 16, 2022:** The Board did not have any questions on the minutes. Vice-Chairperson Hemsath made a motion to approve the Minutes for the PCHA Board Meeting on March 16, 2022. Commissioner Speckhart seconded the motion. The vote was unanimous, 5:0.

Public Comment: There was no one in attendance to make any public comments.

Executive Director's Report:

- 85 North:** J-Rock is expected to finish pouring the concrete between the second and third floors and the next floors should start framing a week later. The framing is being panelized and completed off site so the work should go faster than the concrete. J-Rock, the concrete company will have to pay Provo City for the sidewalk closure. This is being charged because the wooden sidewalk has not been built, plus they are paying for a crane to sit on the site, not being used.

The project should have been done in December 2022 but with all of the delays on the concrete work, it may go into 2023. If this happens, it may affect the tax credits and the investors.

- Fakler Tire Property:** Provo City is going to build a new fire station on the site of their old fire station at the old City offices. They are not going to building on the Fakler Tire site. To create the right project, two other properties would need to be purchased plus the car lot on the northwest corner. Mr. Vernon is meeting with a developer and a consultant to see if the project is still feasible.

Discussion and Action Items.

1. Review and Approve February Financials

Ms. Dalley talked to the Board about February financials and showed that all of the accounts are at or better than budget. Commissioner Faulconer made a motion to approve the February financials. Commissioner Speckhart seconded the motion. The vote was unanimous, 5:0.

2. Discussion on Observing new Juneteenth Holiday

The Federal and State governments created a new holiday to be observed on June 19. This is not in the Housing Authority's holiday schedule. This new holiday could be added and an existing holiday taken away, or the holiday could be added and nothing would be taken away. Commissioner Speckhart made a motion to give the employees Juneteenth as a new holiday and not to take any holidays off the schedule. Commissioner Handley seconded the motion. The vote was unanimous, 5:0.

3. Converting Unused Covid Hours to sick or vacation.

The Housing Authority was mandated to provide 80 hours of paid leave for any COVID related absences. It has now been two years since this policy was in place and we are ending the policy. There are a few employees who did not use any Covid time, while other employees used part or all of the 80 hours allotted. Mr. Vernon asked the Board to approve that 20% of the unused Covid time could be converted to sick time. The Board asked why only 20% and Mr. Vernon responded that he was trying to be conservative since this was not a budgeted item. The Board discussed the issue and decided that all of the unused Covid hours should be converted to sick time for the employees. Commissioner Falconer made a motion to convert all unused Covid time to sick time for the employees. Vice-Chairperson Hemsath seconded the motion. The vote was unanimous, 5:0.

Commissioner Handley made a motion that the PCHA Board meeting would go into a closed session to discuss employee matters at 4:52 p.m. Vice-Chairperson Hemsath seconded the motion. The vote was unanimous 5:0.

At 5:21, Commissioner Faulconer made a motion to come out of the closed session and back into to the regular meeting. Commissioner Speckhart seconded the motion. The vote was unanimous, 5:0.

Vice-Chairperson Hemsath made a motion to adjourn the meeting at 5:22 p.m. Commissioner Faulconer seconded the motion. The vote was unanimous; 5:0.

The Next Board Meeting of the Provo City Housing Authority is scheduled May 18, 2022 at 4:00 p.m.