



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

Date:	Wednesday, February 16, 2022
Time:	4:00 p.m.
Location:	Via: Zoom

### Opening Business

- Welcome and Roll Call:** Chairman Doug Gale welcomed the Board of Commissioners and staff and opened the meeting at 4:06 p.m. The following members of the PCHA Board of Commissioners and staff were in attendance: Chairman Doug Gale; Vice-Chairperson Lynette Hemsath, Commissioner Craig Carlisle, Commissioner Eric Speckhard, Robert Vernon, Chief Executive Officer, Cindy Daley, Deputy Director; Shannon Daley, Financial Services Manager; Dean Clements, Facility Manager and Pamela Liston, Special Projects Manager. Commissioner George Handley was excused.
- Approval of Minutes for PCHA Board Meeting January 19, 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 January 19, 2022. Commissioner Carlisle seconded the motion. The vote was unanimous, 4:0.

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

### Executive Director's Report:

- 1) Mr. Vernon informed the Board that he is working through some health issues right now.
- 2) **85 North:** Mr. Vernon asked Dean Clements, Facilities Manager, to report to the Board about 85 North. The Concrete is being poured and should finish up next week with the upper walls. There have been some issues with the concrete that has been poured and Dean had the structural engineer and a concrete specialist come out and look at the areas of concern. They both recommended to chip out the bad cement and fill with a cement caulk that will fill in the gaps. The other issue that has come up is that the big beams were not placed on the metal plates that had been installed to attach them to. The structural engineer is also giving a recommendation on this. The project still needs to obtain the air rights from the business on the corner of center and 1<sup>st</sup> east in order to have the crane placed there to install the steel beams. So far, the concrete has taken longer than expected and the steel beams are now on site and ready to be installed.

Mr. Vernon talked about the financing and the overages on the project. The development team was able to go back to the OWHLF and the National Housing Trust Boards to reduce the interest rate on the project. With doing that, RMCRC was able to increase the loan amount to cover the cost overages. The interest rates are low at 0% and 1% so this will extend the loan out but won't cost much in interest.

**3) Homeless Services:** Mr. Vernon talked about the 14 million dollars that has been set-aside in the State of Utah for homeless services. Utah County is hoping to get 5 million of this fund to purchase the Executive Inn to start a non-congregate Homeless Shelter. This project would be similar to what was done at Skyline with so many units would be nightly vouchers, issued by partners, and the other units as Permanent Supportive Housing units for the Homeless population. There would be onsite management and a case worker just like Skyline, Bonneville, and J & J.

## **Discussion and Action Items.**

### **1. December Financials**

All of the 2021 year-end financials looked very solid and all of the projects are in a very good place financially. Vouchers are showing a little bit of a loss but this does not include the money that HUD holds in reserve to give to Housing Authorities if they need more as the year goes along. Commissioner Carlisle made the motion to approve December financials. Vice-Chairperson Hemsath seconded the motion. The vote was unanimous; 4:0.

### **2. Change to Admin Plan for Remote Video Inspections**

When HUD published the waivers during COVID, video inspections were one of the waivers. These inspections for the Voucher program could be done remotely with the inspector. This helped keep the units occupied and the renewals to be completely without a delay. The waivers have now expired but HUD has now announced that Housing Authorities can amend their Administrative Plan to allow for video inspections when needed. In person inspections will still be the first choice but in an incident where a video inspection is need, that would be allowed. Vice-Chairperson Hemsath made a motion to approve the change to the Admin Plan to allow for Remote Video Inspections at the discretion of the Housing Authority. Commissioner Carlisle seconded the motion. The vote was unanimous, 4:0.

This is Commissioner Carlisle's last meeting as he has accepted a call to be Lead Counsel for the Caribbean for the Church of Jesus Christ of Latter-day Saints. He will be stationed in the Dominican Republic but will work among many Caribbean locales. He reports on March 7 to the MTC in Provo and then flies out the 15<sup>th</sup>. He was thanked for his service and wished well on this next chapter.

Commissioner Speckhard made a motion to adjourn the meeting at 4:53 p.m. Vice-Chairperson Hemsath seconded the motion. The motion passed unanimous, 4:0. The next Board meeting is scheduled for March 16, 2022 at 4:00 p.m.