



MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

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

Opening Business

- 1. 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 joined at 4:30 p.m., Robert Vernon, Chief Executive Officer, Cindy Daley, Deputy Director; Shannon Daley, Financial Services Manager and Pamela Liston, Special Projects Manager. Commissioner George Handley was excused.
- 2. Approval of Minutes for PCHA Board Meeting February 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 February 16, 2022. Commissioner Falconer seconded the motion. The vote was unanimous, 3:0.

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

Executive Director's Report:

- 1) Mr. Vernon updated the Board on his health issues.**
- 2) 85 North:** After the problem with the concrete, the contractor had to chip away all of the concrete and prepare to re-pour. That is now in the process of completion but it has delayed the project at least 4 weeks. The steel joists are on site and ready to be installed but can't be until the concrete problem is taken care of. The contractor, J-Rock is liable for the costs of the delay.
- 3) Fakler Tire Property:** The southwest corner of the property is now under contract for \$435,000. Provo City held a closed door meeting on March 15 to discuss the purchase of this property to build a new fire station. Mr. Vernon had not heard anything from Provo City about the outcome of this meeting. Depending on what Provo City does will depend on what happens with the rest of the property.

Discussion and Action Items.

1. Review and Approve January Financials

The January financials did not have any surprises and all of the accounts looked solid. Vice-Chairperson Hemsath made the motion to approve January financials. Commissioner Falconer seconded the motion. The vote was unanimous; 3:0.

2. Review Audit Letters on Maeser and Cascade Gardens

The auditors were in the office in February to complete the audit for the some of the projects. The auditors sent letters on Maeser and Cascade Gardens with the initial results. There were no audit findings for these projects and the financials looked very good. The rest of the projects will be audited in May and those reports will be provided when they are complete. Vice-Chairperson Hemsath noticed that it was a different name than previous audits. Shannon reported that the auditor that has done the audits merged with a larger company. Like all industries right now, they were having trouble finding qualified accountants. This new company is very reputable and has very good reviews.

3. Change to HCV Admin Plan to continue Remote Briefings

When the COVID Wavers were issued by HUD, the ability to complete remote briefings was one of them. This made it so there were no large gatherings but the briefings were accomplished by phone. HUD released a notice that remote briefings may be continued to Housing Authorities. This has been a great thing for the Agency as they can do a briefing for a large group, without having to make room to accommodate them in one of the rooms at the office. Commissioner Faulconer made the motion to approve the change to the HCV Admin Plan to continue Remote Briefings. Vice-Chairperson Hemsath seconded the motion. The vote was unanimous, 3:0.

4. Discussion on Housing Choice Vouchers and Public Housing

Mr. Vernon wanted to explain some program details to the new Board members so they would understand when things were being talked about. He explained the way HUD decides how much money each Housing Authority receives in the Public Housing Program and what the Capital Fund is and how it works. He also talked about the reporting requirements and that HUD determines funding and other things depending on a Housing Authority's "score" as a high performer, etc. PCHA has been a high-performer so the inspections by HUD only happen once every 3 years.

The Next Board Meeting of the Provo City Housing Authority is scheduled April 20, 2022 at 4:00 p.m. Vice-Chairperson Hemsath made a motion to adjourn the meeting at 4:59 p.m. Commissioner Faulconer seconded the motion. The motion passed unanimous, 4:0.