

MINUTES OF THE PROVO CITY HOUSING AUTHORITY BOARD OF COMMISSIONERS

Regular Meeting

Date: Wednesday, March 21, 2018
Time: 4:20 p.m. – 5:41p.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 4:20 p.m. The following members of the Board of Commissioners and staff in attendance were: Chairman Doug Gale; Vice-Chair Jon Kau; Commissioner Kim Santiago; Commissioner Buddy Richards; Robert Vernon, Chief Executive Officer; Shannon Dalley, Financial Services Manager and Becky Chipman, Executive Assistant. Commissioner Valerie Lee, Commissioner Craig Carlile and Commissioner Lauren Manzione were excused.
 - 2. Approval of Minutes for Wednesday, February 13, 2018:** Chairman Doug Gale referred the Board to Tab 1, which contained the Minutes for February 13, 2018. Commissioner Buddy Richards made a motion to approve the minutes for February 13, 2018. Vice-Chair Jon Kau seconded the motion. The motion passed unanimously, 4:0.
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Chief Executive Officer

Report:

- PCHA Facilities Director, Dean Clement is having surgery on his neck and will be out for an unknown amount of time. This is a workers comp claim from a previous incident when Dean fell off a ladder. Brett will be taking over in Dean's absence. Mr. Vernon will step in and take a more active role in maintenance.
 - There will be a congressional budget by Friday. Congress is spending more money on social programs. Mr. Vernon believes PCHA will receive additional funds this year.
 - United Way does a community needs assessment that PCHA participated in with a donation of \$5,000. The overview of that is at the Marriot on Tuesday, March 27, 2018 at 8:00am.
 - Mr. Vernon has a presentation at the Southwest Neighborhood meeting on March 22, 2018 at 6:30 pm.
 - Mr. Vernon will participate in a panel for all neighborhood chairs on Saturday, March 23, 2018.
 - Five employees from PCHA will be attending the Utah NAHRO training in St. George then Mr. Vernon will attend a conference in Washington, DC. There is also a regional conference in Vail, Colorado for Mountainlands NAHRO that 5 employees will be attending.
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Discussion Items

1. Public Comment: None of the public was present for comment.

2. Board of Commissioner Terms: This is a dual conversation that involves splitting the Boards PCHA and the Non-Profit. This is necessary because if PCHA has the same Board of Directors there could be some backlash from the State Auditor and HUD if the new PCHA building leases from leases from URH. Commissioner Santiago questioned who would appoint the new Board of Directors. Mr. Vernon would like Commissioner Kim Santiago would move to the URH Board of Directors so the City can appoint a City Council member to join PCHA's Board. The current terms are being reviewed by the new Mayor. Mr. Vernon will follow up with the Mayor's office concerning the change to Board terms. Vice-Chair Jon Kau is interested in joining the URH Board of Directors. Chairman Doug Gale is already on several development committees' and feels he needs to stay on the PCHA Board of Commissioners. There was some conversation on who would appoint the Board and how long the terms would be. PCHA would like to have an annual meeting in May and have the changes take place in May.

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3. Office Update: The new office building is coming along and everyone is excited. There should be a roof on with-in a month. The Board had some questions if there are any problems associated with the new construction which were satisfied by Mr. Vernon.

4. Annual Plan: Mr. Vernon referred the Board to attachment #1 which contained the annual plan that is completed every year. There is only one change that was made that will allow PCHA to consider converting Public Housing to Vouchers. This is in the annual plan so it can be looked at every year. April Smith, Owned Housing Manager is having a resident meeting to hear any concerns or problems any resident may have that will be added to the annual plan.

5. Inter-local Agreement: Mr. Vernon referred the Board of Commissioners to attachment #2 which contained the Inter-local agreement with Utah County Housing. There was a long discussion last month where this agreement was tabled until the next meeting. Mr. Vernon would like to have Cindy Daley, Rental Subsidy Manager explain the issues with finding housing in Provo City. Mrs. Daley reported to the Board of Commissioners the percentage of voucher holders that lease up in Provo City is down to 18%. This will be revisited at the next Board of Commissioners meeting. If this is approved by Utah County Housing before the next meeting PCHA will call a Special Meeting of the Board of Commissioners.

Action Items

1. Approve January 2018, Financials and Disbursements: Chairman Doug Gale referred the Board to tab 2, which contain the January 2018 Financials and Disbursements. The Board of Commissioners asked a few questions that were satisfied by Mr. Vernon and Mrs. Dalley. Commissioner Kim Santiago made a motion to approve the January 2018 Financials and Disbursements. Commissioner Buddy Richards seconded the motion. The motion passed unanimously, 4:0.

Adjourn: Chairman Doug Gale asked for a motion to adjourn the meeting. Commissioner Buddy Richards made a motion to adjourn. Vice-Chair Jon Kau seconded the motion. The motion passed unanimously, 4:0. The meeting was closed at 5:41 pm. The next meeting of the Provo City Housing Authority has been changed to April 11, 2018 @ 4:15 p.m.
