

Board Members:
Steve White, Chair
Sara Hubbs, Vice-Chair
Claudia Barillas
April Smith
Suzanne Scholes



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Jeremy Runia
Executive Director

Hours
7:00 AM - 5:30 PM
Monday - Thursday
Closed Friday

REGULAR BOARD MEETING AGENDA

Wednesday, January 21, 2026

12:00 PM

Present:

Jeremy Runia
Amber Maxwell
Steve White
April Smith
Claudia Barillas
Suzanne Scholes
Sara Hubbs

I. Prayer

An opening prayer was offered before the Board meeting commenced.

II. Public Comments

There were no public comments.

III. DISCUSSION ONLY ITEMS

A. 360 Management Review (Consultant)

The HR consultant provided the Board with an overview of the 360-degree management review process. The consultant was requested to prepare and submit sample review questions for the Board's consideration.

B. HAUC Board member terms

The Board reviewed the current board member terms and confirmed each member's respective term status.

C. Future potential members

The Board discussed the status of a current Board member and the possibility the member may become ineligible to continue. Two potential candidates to fill the position were discussed. The Board requested that a bio for the candidates be submitted for review at the next Board meeting.

D. HAUC Board Elections

The Board was advised January constitutes the annual meeting and that Board elections would be conducted accordingly.

IV. Executive Director's Report

The Executive Director reviewed multiple development projects, including a potential location for the Agency's future main office.

V. Commissioner's Report

No Commissioner's report was provided.

VI. Utah County Status Update (Claudia Barillas)

Utah County's management of the MAG grants was discussed. The MAG grants are currently open, and the County is in the process of finalizing its procedures. Additional information is expected by the end of January.

VII. Financial Statement Report

The Agency's financial statements were reviewed with the Board. A question was raised regarding COC funding, and it was clarified that HUD will be issuing the grants as planned for one additional year due to a court order, and that the HUD funding reductions occurred within the Public Housing programs; therefore, the cuts do not affect the Agency

VIII. Voucher Program Report

The voucher program was reviewed with the Board, and changes to COC leasing procedures were discussed. The Board requested a waiting list report be prepared and presented at the next Board meeting for review.

IX. Closed Meeting: Matters Pertaining to:

**Real Estate
Legal
Staff**

X. **ACTION ITEMS**

A. Discuss/ Approve Resolution 2026-01-01 Minutes Regular Board Meeting held 12-17-2025.
April made a motion to approve the minutes from the regular board meeting. Suzanne seconded the request. The motion passed unanimously.

B. Discuss/ Approve Resolution 2026-01-02 HAUC Board Elections
April made a motion to approve the 2026 Board Elections. Suzanne seconded the request. The motion passed unanimously

During the Board elections, the responsibilities of the Board Chair and Vice Chair positions were reviewed and discussed. Following the discussion, the current Chair and Vice Chair were nominated and unanimously re-elected to continue serving in their respective roles.

C. Discuss/ Approve Resolution 2026-01-03 2026 Board Schedule
Claudia made a motion to amend the board's meeting schedule to convene on the third Thursday of each month. Steve seconded the request. The motion passed unanimously.

Resolution 3 was not executed. The Board resolved to amend the meeting schedule to convene on the third Thursday of each month. The revised schedule will be reviewed and presented for approval at the next Board meeting.

D. Discuss/ Approve Resolution 2026-01-04 Lobby Hours

April made a motion to approve the adjusted lobby hours. Suzanne seconded the request. The motion passed unanimously.

An analysis of lobby traffic was presented to the Board, along with supporting information gathered from other agencies regarding their lobby hours. The analysis recommended adjusting the Agency's lobby hours to better align with actual usage patterns and to allow staff to more effectively focus on other projects and workload demands.

E. Discuss/ Approve Resolution 2026-01-05 Purchase Agreement Addendum #4

Suzanne made a motion to approve the Purchase Agreement Addendum #4. April seconded the request. The motion passed unanimously.

Additional time needed to address boundary line and survey issues on a potential development site were discussed.

F. Ratification Resolution 2026-01-06 Landscape Contract

Steve made a motion to approve the Ratification of the Landscape Contract. Claudia seconded the request. The motion passed unanimously.

Due to the year-end and other timing constraints, the Executive Director sought Board approval via email to execute a landscape contract. The approval vote was unanimous, necessitating formal ratification at this Board meeting.

XI. Schedule Next Meeting – Thursday, February 19, 2026 @ 12:00 pm

XII. Meeting Adjourned

XIII. Administrative Items:

1. Sign resolutions
2. Jeremy's eLOCCS Registration

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Amber Maxwell at (801)373-8333, ext. 107, at least 24 hours prior to the meeting. Participants may be attending via phone **(801)373-8336**.