



**WORKFORCE
SERVICES
HOUSING & COMMUNITY
DEVELOPMENT**

PRIVATE ACTIVITY BOND PROGRAM

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2 NOTICE OF PUBLIC MEETING

3

4 December 13, 2023, at 9:00 a.m.

5

6 Olene S. Walker Building

7 140 East 300 South, Room 211

8 Salt Lake City, Utah 84111

9

10 This meeting will be streamed at <https://utah-gov.zoom.us/j/81541792181>.

11

12 John T. Crandall, Chairman of the Board

13

14 **Board Members Present:**

15 Dean Lundell, Lehi City

16 David Damschen, UHC

17 Kamron Dalton, GOEO

18 Curtis Koch, Davis County

19 Chip Dawson, South Jordan City

20 Kirt Slaugh, Utah Treasurer's Office

21 Nicole Rosenberg, Iron County

22 Heidi Voordeckers, North Salt Lake City

23

24 **Staff Present:**

25 Christina Oliver, HCD Director

26 Kathryn Halterman, HCD Staff

27 Jennifer Domenici, HCD Assistant Director

28 Jennifer Edwards, HCD Assistant Director

29 Ashley Trujillo, Administrative Assistant

30 Carver Black, HCD Finance Advisor

31 Kaylee Beck, HCD Finance Manager

32 Brian Swan, State Attorney General's Office

33 Elliot Lawrence, DWS Legal

34 Daniel Murphy, HCD Staff

35 Daniel Herbert-Voss, HCD Staff

36

37 **Guests Present:**

38 Brandon Hodge

39 Jacob Carlton

40 Jake Williams

41 Jodi Bangerter

42 Cleon Butterfield

43 Jeff Ryan



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46 **AGENDA**

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48 **I. Welcome and Introductions**

49 Christina Oliver opened the meeting at 9:02am and excused Chairman Crandall; attendance was called
50 and a quorum was present. The following announcements were made:

- 51 • Nate McDonald will be leaving DWS and Rebecca Banner has been appointed the
52 new Deputy Director.
- 53 • Thanked Brian Swan & AGs Office for their service.
- 54 • Welcomed the new DWS Legal Counsel Elliot Lawrence.
- 55 • Welcomed the new board member Amelia Powers-Gardner.

56

57 **II. Approval of Minutes**

- 58 • October 11, 2023

59 *Motion to approve the minutes from October 11, 2023 PAB meeting was made by David Damschen and*
60 *seconded by Curtis Koch. The motion passed by roll call vote with affirmative votes by David Damschen,*
61 *Kirt Slaugh, Kamron Dalton, Curtis Koch, Dean Lundell, Heidi Voordeckers and Nicole Rosenberg.*

62

63 **III. Board Training**

64 Brian D. Swan, Assistant Attorney General, Utah Attorney General's Office

- 65 • Sunshine Laws
- 66 • Conflict of Interest policy

67 Brian Swan presented board training on Sunshine Laws. The Conflict of Interest forms were discussed,
68 and Mr. Lawrence would be available after the meeting to notarize any completed forms.

69

70 **IV. Status of Accounts**

71 Christina Oliver reviewed the status of accounts and discussed the possibility of more money being
72 available in the Pool Account if the current manufacturing project was not able to close by the third
73 Saturday in December. Carver Black concurred with the status of accounts.

74

75 *Motion to move all unallocated amounts to the Pool Account was made by David Damschen and*
76 *seconded by Curtis Koch. The motion passed by roll call vote with affirmative votes by David Damschen,*
77 *Kirt Slaugh, Kamron Dalton, Curtis Koch, Dean Lundell, Heidi Voordeckers and Nicole Rosenberg.*



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78 **V. Action Items**

79 • Utah Housing Corporation Carryforward Request
80 David Damschen and Cleon Butterfield presented the request, which involved three items (Carryforward
81 of the 2023 Single Family Account allocation, Carryforward for the Multifamily projects that have been
82 awarded volume cap but have not closed and allocating the current Pool Account to the Single Family
83 Account for 2024. Christina Oliver suggested that separate motions be made for the requests.

84 *Motion to approve items A and B of the Carryforward Request was made by Dean Lundell and seconded*
85 *by Kamron Dalton. The motion passed by roll call vote with affirmative votes by David Damschen, Kirt*
86 *Slaugh, Kamron Dalton, Curtis Koch, Dean Lundell, Heidi Voordeckers and Nicole Rosenberg.*

87 *Motion to approve item C of the Carryforward Request was made by Kirt Slaugh and seconded by*
88 *Kamron Dalton. The motion passed by roll call vote with affirmative votes by David Damschen, Kirt*
89 *Slaugh, Kamron Dalton, Curtis Koch, Dean Lundell, Heidi Voordeckers and Nicole Rosenberg.*

90 • New Administrative Rule discussion
91 Brian Swan introduced the proposed updates to the Administrative Rule. Christina Oliver expounded on
92 the reason for the clarification to the language in the current version.

93 *Motion to approve the clarification to the Administrative Rule was made by Curtis Koch and seconded by*
94 *David Damschen. The motion passed by roll call vote with affirmative votes by David Damschen, Kirt*
95 *Slaugh, Kamron Dalton, Curtis Koch, Dean Lundell, Heidi Voordeckers and Nicole Rosenberg.*

96
97 **VI. Other Business and Adjournment**

98 **A. Next Meeting**– January 10, 2024

99 **B. April 10, 2024** – Conference conflict

100 Kathryn Halterman discussed the scheduling conflict for the April meeting and presented the option of
101 moving the meeting forward one week to April 3, 2024, or keeping it as scheduled if a full quorum would
102 be present.

103 *Motion to move the April PAB meeting to April 3, 2024, was made by Kamron Dalton and seconded by*
104 *David Damschen. The motion passed by roll call vote with affirmative votes by David Damschen, Kirt*
105 *Slaugh, Kamron Dalton, Curtis Koch, Dean Lundell, Heidi Voordeckers and Nicole Rosenberg.*

106 The meeting adjourned at 10:27 AM.

107 MINUTES APPROVED ON: _____

108 CERTIFIED CORRECT BY: Kathryn Halterman