



A Special Electronic Meeting of the West Valley City Housing Authority will be held on Tuesday, April 23, 2024, at 6:30 PM, or as soon thereafter as the City Council Meeting is completed, in the Council Chambers, West Valley City Hall, 3600 Constitution Boulevard, West Valley City, Utah. Members of the press and public are invited to attend in person or view this meeting live on YouTube at <https://www.youtube.com/user/WVCTV>.

DON CHRISTENSEN, CHAIR  
WILLIAM WHETSTONE, VICE CHAIR

## AGENDA

1. Call to Order: Chair Don Christensen
2. Opening Ceremony
3. Roll Call
4. Approval of Minutes:
  - A. April 2, 2024
5. Resolutions:
  - A. 24-02: Adopt a Civil Rights Certification
6. Adjourn

- West Valley City does not discriminate on the basis of race, color, national origin, gender, religion, age or disability in employment or the provision of services.
- If you are planning to attend this public meeting and, due to a disability, need assistance in understanding or participating in the meeting, please notify the City eight or more hours in advance of the meeting and we will try to provide whatever assistance may be required. The person to contact for assistance is Nichole Camac.
- Electronic connection may be made by telephonic or other means. In the event of an electronic meeting, the anchor location is designated as City Council Chambers, West Valley City Hall, 3600 Constitution Boulevard, West Valley City, Utah.

**MINUTES OF HOUSING AUTHORITY REGULAR MEETING – APRIL 2, 2024**

THE WEST VALLEY CITY HOUSING AUTHORITY MET IN REGULAR ELECTRONIC SESSION FOR THE REGULAR MEETING ON TUESDAY, APRIL 2, 2024, AT 6:45 P.M. THE MEETING WAS CALLED TO ORDER BY CHAIR DON CHRISTENSEN.

THE FOLLOWING MEMBERS WERE PRESENT:

Don Christensen- Chair  
Lars Nordfelt  
Karen Lang  
Tom Huynh  
Scott Harmon  
William Whetstone  
Jake Fitisemanu

STAFF PRESENT:

John Flores, Interim Assistant City Manager  
Nichole Camac, Secretary  
  
Steve Pastorik, CED Director  
Eric Bunderson, City Attorney  
Layne Morris, CPD Director  
Colleen Jacobs, Police Chief  
John Evans, Fire Chief  
Jim Welch, Finance Director  
Jamie Young, Parks and Recreation Director  
Dan Johnson, Public Works Director  
John Flores, HR Director  
Jon Springmeyer, RDA Director  
Sam Johnson, Strategic Communications Director  
Ken Cushing, IT

**APPROVAL OF MINUTES OF ANNUAL MEETING HELD JANUARY 2, 2024**

The Board considered Minutes of the Annual Meeting held January 2, 2024. There were no changes, corrections or deletions.

Mr. Whetstone moved to approve the Minutes of the Annual Meeting held January 2, 2024. Mr. Harmon seconded the motion.

A voice vote was taken and all members voted in favor of the motion.

**RESOLUTION 24-01: ADOPT A PUBLIC HOUSING AGENCY ANNUAL PLAN**

**MINUTES OF HOUSING AUTHORITY REGULAR MEETING – APRIL 2, 2024**

John Flores, Interim Assistant City Manager, presented proposed Resolution 24-01 that would adopt a Public Housing Agency Annual Plan

Written documentation previously provided to the City Council included information as follows:

The Public Housing Agency (PHA) Annual Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission and strategies for serving the needs of low-income and very low-income families.

Upon inquiry by Chairman Christensen there were no further questions from members of the Authority, and he called for a motion.

Ms. Lang moved to approve Resolution 24-01.

Mr. Harmon seconded the motion.

A roll call vote was taken:

Mr. Fitisemanu	Yes
Mr. Whetstone	Yes
Mr. Harmon	Yes
Mr. Huynh	Yes
Ms. Lang	Yes
Mr. Nordfelt	Yes
Chair Christensen	Yes

Unanimous.

**MOTION TO ADJOURN**

Mr. Huynh moved to adjourn.

THERE BEING NO FURTHER BUSINESS OF THE WEST VALLEY HOUSING AUTHORITY THE REGULAR MEETING OF TUESDAY, APRIL 2, 2024, WAS ADJOURNED AT 6:46 P.M. BY CHAIRMAN CHRISTENSEN.

I hereby certify the foregoing to be a true, accurate and complete record of the proceedings of the Regular Meeting of the West Valley City Housing Authority held Tuesday, April 2, 2024.

**MINUTES OF HOUSING AUTHORITY REGULAR MEETING – APRIL 2, 2024**

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Nichole Camac  
Secretary

DRAFT

Item # \_\_\_\_\_  
Fiscal Impact: \_\_\_\_\_  
Funding Source: \_\_\_\_\_

**ISSUE:**

Housing Authority submission of the annual HUD Form 50077-CR

**SYNOPSIS:**

The HUD form 50077 CR certifies that the PHA will carry out the housing choice voucher program of the agency in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion given the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions

**BACKGROUND:**

The 50077 CR form is a standard form that needs to be signed and submitted annually.

**RECOMMENDATION:**

Approve and sign the attached HUD form 50077 CR for submission.

**SUBMITTED BY:**

Cheryl Syme  
West Valley City Housing Authority

**WEST VALLEY CITY HOUSING AUTHORITY**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE WEST VALLEY CITY HOUSING  
AUTHORITY ADOPTING A CIVIL RIGHTS  
CERTIFICATION.**

**WHEREAS**, the West Valley City Housing Authority is required by federal law to submit a Civil Rights Certification; and

**WHEREAS**, the Housing Authority desires to comply and submit said certification; and

**WHEREAS**, the Board of Commissioners of the Housing Authority has determined that it is in the best interests of the citizens of West Valley City to submit the Civil Rights Certification.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the West Valley City Housing Authority that the attached Civil Rights Certification is hereby approved and adopted and that staff is authorized to take all actions necessary to make said certification effective as of the date below.

**PASSED, APPROVED, and MADE EFFECTIVE** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

WEST VALLEY CITY  
HOUSING AUTHORITY

\_\_\_\_\_  
CHAIR

ATTEST:

\_\_\_\_\_  
SECRETARY

**Civil Rights Certification**  
*(Qualified PHAs)*

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing  
**OMB Approval No. 2577-0226**  
**Expires 3/31/2024**

**Civil Rights Certification**

**Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan , hereinafter referred to as " the Plan ", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning July 1, 2024 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further fair housing that require the PHA’s involvement; and maintains records reflecting these analyses and actions.

WEST VALLEY CITY HOUSING AUTHORITY

UT025

PHA Name

PHA Number/HA Code

I hereby certify that all the statement above, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director: Layne Morris		Name of Board Chairperson: Don Christensen	
Signature	Date	Signature	Date

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 *et seq.*, and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.