

Housing Trust Fund Advisory Board

February 13th, 2025, | Meeting Minutes

Attendees

Claudia O’Grady (virtual)
Stephanie White (virtual)
Micheal Maloy (virtual)
Susan Petheram (virtual)
Dejan Eskic (virtual)
Jeff Davis (virtual)
Matt Dahl
Melanie Mitchell (district attorney)

Staff in Attendance

Josh Narvaez
Michael Akerlow
Derick Davis

Welcome & Verify Quorum.

Josh Narvaez welcomed everyone at 8:35.

Approval of Meeting Minutes from January 9, 2025.

Matt Dahl asked for a motion to approve January 9 minutes. Stephanie White motioned to approve the minutes with edits. Claudia O’Grady seconded the motion with edits. All in favor, none opposed. Motion passed. Edits have been made on January 9 minutes and sent to the advisory board members.

Public Meeting Presentation.

Melanie Mitchell from the Salt Lake County District Attorney’s Office presented the Open Public Meetings Act and what it entails as part of the yearly training.

Accessory Dwelling Unit Resource Toolkit RFP.

Josh Narvaez shared the 2025 ADU Toolkit Schedule.

- January
 - Social Media Posts about the materials.
 - Update the website with the materials and resources.
 - Web banner.
- February
 - Newsletter content.
- March
 - Newsletter with Mayor Hall’s message.
 - Social media as well.
- April
 - Repost in the Bluffdale Newsletter.
 - Mayor Wilson Newsletter.
 - Social media as well.

Housing Trust Fund Advisory Board

Housing Trust Fund Policy.

Matt Dahl spoke on the priorities from 2024 and if the board was going to use and make recommendations to help draft new priorities or utilize the same ones. Is this still our priority? Does anyone have a difference of opinion that we should discuss? Jeff Davis spoke on the priorities being part of the LEED standard that the county has adopted. Stephanie White had a question on the two priority lists. The priorities for 2024 are

- Location and Transportation

- Maximize the number of affordable units

- Optimize energy performance and renewable energy

These were approved last year. The discussion is whether to keep these or consider priorities from the 2025 list. The board needs to look at the priorities for 2025 and keep the same or swap them out from the other list. Board members agreed to keep the priorities the same. Susan Petheram said for simplicity that we carry forward the 2024 priorities as the 2025 priorities. Jeff Davis asked Josh Narvaez to put “potential priority” on the list so there won’t be confusion going forward between lists. Matt Dahl and Melanie Mithcell discussed if this should be a discussion or if a motion is needed. They decided to ask for a motion. Stephanie White motioned to keep 2024 priorities for the year 2025. Claudia O’Grady seconded the motion. All in favor, none opposed. Motion carried.

Other Business.

Josh Narvaez explained what the GRANICUS program does for the county, and how it is used. Josh Narvaez explained the Boards and Commissions page from the county and how the Housing Trust Fund Members need to fill out their information.

The meeting was adjourned at 9:10 am

The next meeting will be TBD.

Minutes prepared by Derick Davis