



The Regular Electronic Meeting of the West Valley City Housing Authority will be held on Tuesday, June 2, 2020, at 6:30 PM, or as soon thereafter as the Redevelopment Agency Meeting is completed. This meeting will be held electronically. Members of the press and public are invited to view this meeting live on YouTube at <https://www.youtube.com/user/WVCTV>. To participate in the public comment period or scheduled public hearings, please visit www.wvc-ut.gov/PublicComment prior to 2:30 PM on June 2, 2020.

STEVE BUHLER, CHAIR
TOM HUYNH, VICE CHAIR

A G E N D A

1. Call to Order- Chair Steve Buhler

2. Opening Ceremony

3. Roll Call

4. Approval of Minutes:

A. May 5, 2020

5. Report of Executive Director

6. Public Hearings:

A. Accept Public Input Regarding Re-Opening the FY 2019-2020 Budget

Action: Consider Resolution 20-03, Amend the Budget of the Housing Authority of West Valley City for the Fiscal Year Beginning July 1, 2019 and Ending June 30, 2020 to Reflect Changes in the Budget from Increased Revenues and Authorize the Disbursement of Funds

B. Accept Public Input Regarding the FY 2020-2021 Budget

Action: Consider Resolution 20-04, Adopt the Annual Budget of the Housing

- 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.



Authority of West Valley City for the Fiscal Year Commencing July 1, 2020 and
Ending June 30, 2021

7. Adjourn

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MINUTES OF HOUSING AUTHORITY REGULAR MEETING – MAY 5, 2020

THE WEST VALLEY CITY HOUSING AUTHORITY MET IN REGULAR ELECTRONIC SESSION ON TUESDAY, MAY 5, 2020, AT 7:03 P.M. THE MEETING WAS CALLED TO ORDER BY CHAIRMAN BUHLER.

THIS MEETING WAS HELD ELECTRONICALLY.

THE FOLLOWING MEMBERS WERE PRESENT ELECTRONICALLY:

Steve Buhler, Chair
Tom Huynh, Vice Chair
Karen Lang
Jake Fitisemanu
Don Christensen
Lars Nordfelt
Ron Bigelow

STAFF PRESENT ELECTRONICALLY:

Wayne T Pyle, Executive Director
Nichole Camac, Secretary

Paul Isaac, Assistant City Manager/HR Director
Nicole Cottle, Assistant City Manager/CED Director
Eric Bunderson, City Attorney
Layne Morris, CPD Director
Colleen Jacobs, Police Chief
John Evans, Fire Chief
Jim Welch, Finance Director
Nancy Day, Parks and Recreation Director
Russ Willardson, Public Works Director
Sam Johnson, Strategic Communications Director

APPROVAL OF MINUTES OF SPECIAL MEETING HELD FEBRUARY 25, 2020

The Board considered Minutes of the Special Meeting held February 25, 2020. There were no changes, corrections or deletions.

Ms. Lang moved to approve the Minutes of the Special Meeting held February 25, 2020. Mr. Christensen seconded the motion.

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

20-02: ADOPT A TENTATIVE BUDGET FOR THE SUPPORT OF THE HOUSING AUTHORITY FOR THE FISCAL YEAR COMMENCING JULY 1, 2020 AND

MINUTES OF HOUSING AUTHORITY REGULAR MEETING – MAY 5, 2020

ENDING JUNE 30, 2021; SET JUNE 2, 2020 AS THE DATE FOR THE PUBLIC HEARING

Chairman Buhler discussed proposed Resolution 20-02 that would adopt a tentative budget for the support of the Housing Authority for the fiscal year commencing July 1, 2020 and ending June 30, 2021; set June 2, 2020 as the date for the Public Hearing.

Written documentation previously provided to the Housing Authority included information as follows:

This resolution adopts the tentative budget for the Housing Authority of West Valley City for the 2020-2021 fiscal year and sets a date for public comment at a hearing on June 2, 2020.

The Housing Authority will adopt a tentative budget that will be made available for public inspection during regular office hours in the City's Recorder's office and gave notice of a hearing to receive public comment, before the final adoption of this tentative budget for FY 2020-2021.

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

Mr. Fitisemanu moved to approve Resolution 20-02.

Mr. Christensen seconded the motion.

A roll call vote was taken:

Mr. Fitisemanu	Yes
Ms. Lang	Yes
Mr. Huynh	Yes
Mr. Bigelow	Yes
Mr. Christensen	Yes
Mr. Nordfelt	Yes
Chairman Buhler	Yes

Unanimous.

MOTION TO ADJOURN

Upon motion by Mr. Huynh all voted in favor to adjourn.

MINUTES OF HOUSING AUTHORITY REGULAR MEETING – MAY 5, 2020

THERE BEING NO FURTHER BUSINESS OF THE WEST VALLEY HOUSING AUTHORITY THE REGULAR MEETING OF TUESDAY, MAY 5, 2020, WAS ADJOURNED AT 7:06 P.M. BY CHAIRMAN BUHLER.

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, May 5, 2020.

Nichole Camac
Secretary

Item: _____
Fiscal Impact: _____ N/A
Funding Source: _____ N/A
Account #: _____ N/A
Budget Opening Required: ☐

ISSUE:

A Resolution to re-open the fiscal year 2019-2020 budget for the purpose of making amendments to reflect changes in actual revenues and expenditures.

SYNOPSIS:

State Statute Title 10, Chapter 6, Utah Code Annotated 1953, as amended, allows the Housing Authority to amend its budget during the year. The West Valley City Housing Authority holds public hearings on budget amendments quarterly.

BACKGROUND:

A Public Notice was posted May 21, 2020 in (the Salt Lake Tribune and the Deseret Morning News) general circulation to the general public. Notice was given that a public hearing is to be held June 2, 2020 at 6:30 p.m., West Valley City Hall, 3600 Constitution Blvd., West Valley City, Utah.

RECOMMENDATION:

City staff recommends approval of the Resolution amending the budget of the West Valley City Housing Authority for the fiscal year beginning July 1, 2019 and ending June 30, 2020, to reflect changes in the budget from increased revenues and authorize the disbursement of funds.

HOUSING AUTHORITY OF WEST VALLEY CITY, UTAH

RESOLUTION NO. _____

**A RESOLUTION AMENDING THE BUDGET OF THE
HOUSING AUTHORITY OF WEST VALLEY CITY FOR
THE FISCAL YEAR BEGINNING JULY 1, 2019 AND
ENDING JUNE 30, 2020 TO REFLECT CHANGES IN THE
BUDGET FROM INCREASED REVENUES AND
AUTHORIZE THE DISBURSEMENT OF FUNDS.**

WHEREAS, on June 4, 2019, the Board of Commissioners of the Housing Authority of West Valley City adopted a resolution approving the budget of the Housing Authority for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the requirements of state law; and

WHEREAS, the Treasurer of the Housing Authority has prepared the proposed amendments to the adopted budget for consideration by the Board of Commissioners and inspection by the public; and

WHEREAS, said proposed amendments reflect changes in the budget from increased revenues and transfers as reflected; and

WHEREAS, notice was duly given of a public hearing to be held on June 2, 2020, to consider the proposed amendments; and

WHEREAS, a public hearing to consider the proposed amendments was held on June 2, 2020 in accordance with said notice, at which hearing all interested parties were afforded an opportunity to be heard for or against said proposed amendments; and

WHEREAS, all conditions precedent to the amendment of the budget have been accomplished;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of West Valley City, Utah as follows:

Section 1. The budget amendments attached hereto and made a part of this Resolution are hereby adopted and incorporated into the budget of the Housing Authority of West Valley City for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the requirements of state law.

Section 2. The Secretary is directed to have this Resolution certified by the Treasurer and filed with the State Auditor, as required by law.

Section 3. The Resolution takes effect upon passage.

PASSED and APPROVED this _____ day of _____, 2020.

HOUSING AUTHORITY
OF WEST VALLEY CITY

CHAIR

ATTEST:

SECRETARY

**HOUSING AUTHORITY - FUND 26
REVENUE STATEMENT**

	Adopted 2019-2020	Jun 2020 Openings
OPERATING REVENUES		
VOUCHERS:		
Housing Payments	3,500,000	3,500,000
Total Vouchers	3,500,000	3,500,000
Appropriation from Fund Balance	<u>0</u>	<u>853,188</u> ¹
Total Operating Revenue	<u>3,500,000</u>	<u>4,353,188</u>

**HOUSING AUTHORITY - FUND 26
EXPENSE STATEMENT**

	Adopted 2019-2020	Jun 2020 Openings
OPERATING EXPENSES		
GENERAL		
General Admin/Proj Cost	297,168	297,168
Vouchers	(297,168)	(297,168)
Insurance	0	0
Transfer Out	0	0
Transfer In	0	0
General Subtotal	<u>0</u>	<u>0</u>
VOUCHERS		
Administration	350,000	350,000
Vouchers - Regular	3,150,000	3,150,000
Vouchers Subtotal	<u>3,500,000</u>	<u>3,500,000</u>
PUBLIC HOUSING		
Administration	0	0
Special Projects	0	853,188 ¹
Public Housing Subtotal	<u>0</u>	<u>853,188</u>
Total Operating Expenses	<u>3,500,000</u>	<u>4,353,188</u>

BUDGET OPENING
APRIL 2020 - JUNE 2020
HOUSING AUTHORITY
FISCAL YEAR 2019-2020

No.	Amount	Description	Source
1	\$ 853,188.00	Lark Park 4Plex Purchase <i>(WVC Housing Authority Purchase of Two Lake Park 4Plexes from SL County)</i>	Housing Authority Fund Balance

ITEM# _____

**ISSUE PAPER
WEST VALLEY CITY HOUSING AUTHORITY
ADOPTION OF FY 2019-2020 BUDGET**

ISSUE:

A Resolution adopting a final budget for the Housing Authority of West Valley City for the Fiscal Year commencing July 1, 2020 and ending June 30, 2021.

SYNOPSIS:

This resolution adopts the final budget for the Housing Authority of West Valley City for the 2020-2021 fiscal year after receiving public comment at a hearing on June 2, 2020.

BACKGROUND:

The Housing Authority adopted a tentative budget that was made available for public inspection during regular office hours in the City's Recorder's office and gave notice of a hearing to receive public comment, before adopting this final budget for FY 2020-2021.

RECOMMENDATION:

City staff recommends approval of the Resolution

HOUSING AUTHORITY OF WEST VALLEY CITY

RESOLUTION NO. _____

**A RESOLUTION ADOPTING THE ANNUAL
BUDGET FOR THE HOUSING AUTHORITY OF
WEST VALLEY CITY FOR THE FISCAL YEAR
COMMENCING JULY 1, 2020 AND ENDING JUNE
30, 2021.**

WHEREAS, as required by law, the Housing Authority of West Valley City (the “Housing Authority”) submitted a proposed annual budget (the “Budget”) to the Housing Authority Board of Commissioners for review and revision before final approval; and

WHEREAS, on May 5, 2020, the Housing Authority tentatively adopted the Budget; and

WHEREAS, the Housing Authority held a public hearing on June 2, 2020, to consider final adoption of the Budget for the 2020-2021 fiscal year; and

WHEREAS, the Housing Authority caused a notice of public hearing to be published in a local newspaper of general circulation at least two weeks in advance of the public hearing; and

WHEREAS, the Housing Authority made available a copy of the Budget for public inspection during regular business hours in the office of the Secretary, located at 3600 Constitution Boulevard, West Valley City, Utah, at least ten days before the commencement of the public hearing and adoption of a final budget; and

WHEREAS, the Housing Authority has considered all written and oral statements made at the public hearing objecting to or supporting the Budget, based upon the testimony received at the public hearing; 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 adopt the annual Housing Authority Budget for the 2020-2021 fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of West Valley City that the “Housing Authority of West Valley City Annual Implementation Budget 2020-2021”, attached hereto as Exhibit “A,” is hereby adopted for the fiscal year commencing July 1, 2020 and ending June 30, 2021.

PASSED, APPROVED, and MADE EFFECTIVE this _____ day of _____, 2020.

HOUSING AUTHORITY OF WEST
VALLEY CITY

CHAIR

ATTEST:

SECRETARY

**HOUSING AUTHORITY - FUND 26
REVENUE STATEMENT**

	Actual 2016-2017	Actual 2017-2018	Actual 2018-2019	Adopted 2019-2020	Final 2020-2021	Percent Change
OPERATING REVENUES						
VOUCHERS:						
Interest Income	3,359	5,181	46,143	0	0	
Fraud Receivables	12,965	7,592	7,108	0	0	
Misc. Revenue	1,666	14	59,490	0	0	
Administrative Subsidy	320,555	320,463	314,698	0	0	
Portability Payments	35,893	36,970	1,677	0	0	
Campbell Court	0	221,332	239,874			
Housing Payments	2,927,550	3,153,966	3,093,891	3,500,000	3,300,000	
Total Vouchers	3,301,988	3,745,518	3,762,881	3,500,000	3,300,000	-5.7%
PUBLIC HOUSING:						
HUD Operating Subsidy	0	0	0	0	0	
Misc. Revenue	10,268	0	0	0	0	
Sale of Assets	2,549	17,962	0	0	0	
Total Public Housing	12,817	17,962	0	0	0	0.0%
Total Operating Revenue	3,314,805	3,763,480	3,762,881	3,500,000	3,300,000	-5.7%

**HOUSING AUTHORITY - FUND 26
EXPENSE STATEMENT**

	Actual 2016-2017	Actual 2017-2018	Adopted 2018-2019	Adopted 2019-2020	Final 2020-2021	Percent Change
OPERATING EXPENSES						
GENERAL						
General Admin/Proj Cost	1,596	319,560	59,761	297,168	309,908	
Vouchers	0	0	0	(297,168)	(309,908)	
Campbell Court	0	0	336,718	0	0	
Transfer Out	1,730,893	0	0	0	0	
General Subtotal	1,732,489	319,560	396,479	0	0	0.0%
VOUCHERS						
Administration	354,859	387,574	416,748	350,000	330,000	
Vouchers - Regular	3,048,843	3,255,552	3,174,391	3,150,000	2,970,000	
Vouchers Subtotal	3,403,701	3,643,126	3,591,139	3,500,000	3,300,000	-5.7%
PUBLIC HOUSING						
Administration	15,477	6,172	0	0	0	
Public Housing Subtotal	15,477	6,172	0	0	0	0.0%
Total Operating Expenses	5,151,667	3,968,858	3,987,618	3,500,000	3,300,000	-5.7%