



The Regular Electronic Meeting of the West Valley City Housing Authority will be held on Tuesday, May 2, 2023, at 6:30 PM, or as soon thereafter as the Redevelopment Agency 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>.

JAKE FITISEMANU, CHAIR
DON CHRISTENSEN, VICE CHAIR

A G E N D A

1. Call to Order
2. Opening Ceremony
3. Roll Call
4. Approval of Minutes:
 - A. April 4, 2023
5. Report of Executive Director
6. Resolutions:
 - A. 23-02: Adopt a Tentative Budget and Set Forth Proposed Appropriations for the Support of the Housing Authority for the Fiscal Year Commencing July 1, 2023 and Ending June 30, 2024 and Set June 6, 2023 as the Date for the Public Hearing
7. 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 THE HOUSING AUTHORITY REGULAR MEETING – APRIL 4, 2023

-1-

THE HOUSING AUTHORITY OF WEST VALLEY CITY MET IN REGULAR SESSION ON TUESDAY, APRIL 4, 2022, AT 7:21 P.M. IN THE COUNCIL CHAMBERS, WEST VALLEY CITY HALL, 3600 CONSTITUTION BOULEVARD, WEST VALLEY CITY, UTAH. THE MEETING WAS ALSO HELD ELECTRONICALLY VIA ZOOM. THE MEETING WAS CALLED TO ORDER BY CHAIRMAN JAKE FITISEMANU.

THE FOLLOWING MEMBERS WERE PRESENT:

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

STAFF PRESENT:

Wayne Pyle, City Manager
Nichole Camac, City Recorder (*electronically*)
Nicole Cottle, Assistant City Manager/ General Counsel
Eric Bunderson, City Attorney
Colleen Jacobs, Police Chief
John Evans, Fire Chief
Jim Welch, Finance Director
Steve Lehman, Acting CED Director
Layne Morris, CPD Director
Dan Johnson, Public Works Director
Nancy Day, Parks and Recreation Director
John Flores, HR Director (*electronically*)
Mark Nord, RDA Director
Sam Johnson, Strategic Communications Director (*electronically*)
Ken Cushing, IT (*electronically*)

APPROVAL OF MINUTES OF ANNUAL MEETING HELD JANUARY 3, 2023

The Board considered Minutes of the Annual Meeting held January 3, 2023. There were no changes, corrections or deletions.

Ms. Lang moved to approve the Minutes of the Annual Meeting held January 3, 2023. Mr. Whetstone seconded the motion.

MINUTES OF THE HOUSING AUTHORITY REGULAR MEETING – APRIL 4, 2023

-2-

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

PUBLIC HEARINGS

A. **ACCEPT PUBLIC INPUT REGARDING RE-OPENING THE FY 2022-2023 BUDGET**

Wayne Pyle informed a public hearing had been advertised for the Regular Housing Authority Meeting scheduled April 4, 2023, in order for the Authority to hear and consider public comments regarding re-opening the FY 2022-2023 Budget.

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

A Public Notice was posted March 23, 2023, in public view at City Hall, the Family Fitness Center and UCCC; also, posted on the Public Notice Website and West Valley City's Website. Notice was given that a public hearing is to be held April 4, 2023, at 6:30 p.m., West Valley City Hall, 3600 Constitution Blvd., West Valley City, Utah.

Chairman Fitisemanu opened the Public Hearing. There being no one to speak in favor or opposition, Chairman Fitisemanu closed the Public Hearing.

ACTION: CONSIDER RESOLUTION 23-01, AMEND THE BUDGET OF WEST VALLEY CITY HOUSING AUTHORITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023 TO REFLECT CHANGES IN THE BUDGET FROM INCREASED REVENUES AND AUTHORIZE THE DISBURSEMENT OF FUNDS

The Housing Authority previously held a public hearing regarding proposed Resolution 23-01 that would amend the budget of West Valley City Housing Authority for the fiscal year beginning July 1, 2022 and ending June 30, 2023 to reflect changes in the budget from increased revenues and authorize the disbursement of funds.

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

Mr. Nordfelt moved to approve Resolution 23-01.

Mr. Huynh seconded the motion.

A roll call vote was taken:

MINUTES OF THE HOUSING AUTHORITY REGULAR MEETING – APRIL 4, 2023

-3-

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

Unanimous.

MOTION TO ADJOURN

Upon motion by Mr. Harmon, all voted in favor to adjourn.

THERE BEING NO FURTHER BUSINESS OF THE HOUSING AUTHORITY OF WEST VALLEY CITY, THE REGULAR MEETING OF TUESDAY, APRIL 4, 2023, WAS ADJOURNED AT 7:23 PM. BY CHAIRMAN HARMON.

I hereby certify the foregoing to be a true, accurate and complete record of the proceedings of the Regular Meeting of the Housing Authority of West Valley City held Tuesday, April 4, 2023.

Nichole Camac
Secretary

Item: _____

Fiscal Impact: _____

Funding Source: _____

Account #: _____

Budget Opening Required: _____

ISSUE:

A Resolution adopting a tentative budget for the Housing Authority of West Valley City for the Fiscal Year commencing July 1, 2023, and ending June 30, 2024.

SYNOPSIS:

This resolution adopts the tentative budget for the Housing Authority of West Valley City for the 2023-2024 fiscal year and sets a date for public comment at a hearing on June 6, 2023.

BACKGROUND:

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 2023-2024.

RECOMMENDATION:

City staff recommends approval of the Resolution

WEST VALLEY CITY HOUSING AUTHORITY

RESOLUTION NO. _____

**A RESOLUTION OF THE WEST VALLEY CITY HOUSING
AUTHORITY ADOPTING A TENTATIVE BUDGET FOR THE
SUPPORT OF THE HOUSING AUTHORITY FOR THE FISCAL
YEAR COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024
AND SETTING JUNE 6, 2023 AS THE DATE FOR PUBLIC
HEARING.**

WHEREAS, the West Valley City Housing Authority has filed with the Board of Commissioners a tentative budget for the Housing Authority (the “Tentative Budget”) for the fiscal year commencing July 1, 2023 and ending June 30, 2024; and

WHEREAS, the Housing Authority desires to adopt the Tentative Budget for the support of the Housing Authority for the 2023-2024 fiscal year; 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 Tentative Budget for the 2023-2024 fiscal year.

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

1. The tentative budget attached hereto is hereby adopted as the Tentative Budget for the Housing Authority for the fiscal year commencing July 1, 2023 and ending June 30, 2024.
2. A public hearing to consider the Tentative Budget shall be held on June 6, 2023, at 6:30 p.m., in the West Valley City Council Chambers located at 3600 Constitution Boulevard, West Valley City, Utah. This hearing may also be conducted electronically. The City Recorder is hereby directed to give notice of said hearing as required by state law.

PASSED, APPROVED, and MADE EFFECTIVE this _____ day of _____, 2023.

WEST VALLEY CITY
HOUSING AUTHORITY

CHAIR

ATTEST:

SECRETARY

**HOUSING AUTHORITY - FUND 26
REVENUE STATEMENT**

	Actual 2019-2020	Actual 2020-2021	Actual 2021-2022	Adpoted 2022-2023	Tentative 2023-2024	Percent Change
OPERATING REVENUES						
VOUCHERS:						
Interest Income	39,068	9,686	8,575	0	0	
Fraud Receivables	15,749	48,703	32,022	0	0	
Misc. Revenue	352,761	11,156	11,124	0	0	
Voucher Payment Admin	379,600	348,618	529,349	0	550,000	
Voucher Payment HAPS	3,484,285	3,333,661	4,065,434	4,500,000	5,000,000	
Campbell Court	485,188	0	0	0	0	
Total Vouchers	4,756,651	3,751,824	4,646,504	4,500,000	5,550,000	23.3%
Total Operating Revenue	4,756,651	3,751,824	4,646,504	4,500,000	5,550,000	23.3%

**HOUSING AUTHORITY - FUND 26
EXPENSE STATEMENT**

	Actual 2019-2020	Actual 2020-2021	Actual 2021-2022	Adpoted 2022-2023	Tentative 2023-2024	Percent Change
OPERATING EXPENSES						
GENERAL						
General Admin/Proj Cost	12,064	245,112	(56,826)	309,787	330,498	
Vouchers	0	0	0	(309,787)	(330,498)	
Campbell Court	648,326	0	0	0	0	
General Subtotal	660,390	245,112	(56,826)	0	0	0.0%
VOUCHERS						
Administration	452,828	403,570	428,313	350,000	550,000	
Vouchers - Regular	3,409,196	3,381,135	4,139,831	4,150,000	5,000,000	
Vouchers Subtotal	3,862,024	3,784,705	4,568,144	4,500,000	5,550,000	23.3%
SLCO HOME/CDBG						
Administration	0	0	40,342	0	0	
slco Home/CDBG Subtotal	0	0	40,342	0	0	0.0%
Total Operating Expenses	4,522,414	4,029,817	4,551,660	4,500,000	5,550,000	23.3%
	234,237	(277,993)	94,844	0	0	

**H A - CAMPBELL COURT FUND 28
REVENUE STATEMENT**

	Actual 2019-2020	Actual 2020-2021	Actual 2021-2022	Adpoted 2022-2023	Tentative 2023-2024	Percent Change
Campbell Court	0	254,575	298,005	350,000	350,000	
Interest Income	0	6	0	0	0	
Sale of Assets	0	(57,674)	0	0	0	
Total Revenue	0	196,907	298,005	350,000	350,000	100.0%

**H A - CAMPBELL COURT FUND 28
EXPENSE STATEMENT**

	Actual 2019-2020	Actual 2020-2021	Actual 2021-2022	Adpoted 2022-2023	Tentative 2023-2024	Percent Change
Campbell Court	0	177,459	410,264	350,000	350,000	
Total Expenses	0	177,459	410,264	350,000	350,000	100.0%