

**MINUTES OF SPECIAL HOUSING AUTHORITY MEETING – SEPTEMBER 22, 2009**

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THE WEST VALLEY CITY HOUSING AUTHORITY MET IN SPECIAL REGULAR SESSION ON TUESDAY, SEPTEMBER 22, 2009, AT 6:48 P.M., IN THE COUNCIL CHAMBERS, WEST VALLEY CITY HALL, 3600 CONSTITUTION BOULEVARD, WEST VALLEY CITY, UTAH. THE MEETING WAS CALLED TO ORDER BY CHAIRMAN BURT.

THE FOLLOWING MEMBERS WERE PRESENT:

Carolynn Burt  
Mike Winder  
Russ Brooks  
Joel Coleman  
Dennis J. Nordfelt  
Corey Rushton  
Steve Vincent

Wayne Pyle, Executive Officer  
Sheri McKendrick, Secretary

STAFF PRESENT:

Paul Isaac, Assistant City Manager  
Kevin Astill, Parks and Recreation Director  
Jim Welch, Finance Director  
Layne Morris, Community Preservation Director  
John Evans, Fire Chief  
Russell Willardson, Public Works Director  
Mike Wells, Acting Police Chief  
John Janson, Acting CED Director  
Tim Bywater, Acting City Attorney  
Dan Johnson, Public Works Department  
Jake Arslanian, Public Works Department  
Aaron Crim, Administration

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**OPENING CEREMONY**

The Opening Ceremony was previously conducted by Carolynn Burt who expressed thanks and gratitude to the Mayor and City Council and acknowledged all candidates that ran for municipal offices in the recent Primary Election. She also read inspirational quotes from Albert Einstein and Abraham Lincoln.

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**RESOLUTION NO. 09-06, APPROVE POLICY AND PROCEDURE UPDATES FOR THE HOUSING ASSISTANCE PROGRAM USED BY THE HOUSING/GRANTS DIVISION TO ASSIST LOW AND MODERATE INCOME RESIDENTS**

Executive Director, Wayne Pyle, presented proposed Resolution No. 09-06 which would approve policy and procedure updates for the Housing Assistance Program used by the Housing/Grants Division to assist low and moderate income residents.

Mr. Pyle stated the proposed updates on the four Community Development Block Grant (CDBG) and Salt Lake County HOME programs included: Down Payment Assistant Program, Home Rehabilitation Loan Program, Emergency Repair and Minor Maintenance Grant Program (ERMMA), and the Mobile Home Grant Program. He explained the four programs overseen by the Housing Authority required updates to remain in compliance with the Department of Housing and Urban Development (HUD) and the Salt Lake County HOME Program.

The Executive Officer indicated West Valley City participated in the HUD program and was a member of the Salt Lake County HOME consortium. He explained in order to be a participant in those funding programs it was required the City set policies and procedures. He stated the Authority had updated and detailed the policies and procedures that sustained HUD rules and guidelines pertaining to these funds.

Mr. Pyle further reviewed the proposed Resolution and answered questions from members of the Board.

After discussion, Mr. Nordfelt moved to amend language on Page No. 5, No. 9. in the Rehabilitation Loan Program Policy & Information Packet and insert the word “qualified” before “bid” in the second sentence so the sentence reads: “The contract will be awarded to the lowest qualified bid.” Mr. Rushton seconded the motion.

A roll call vote was taken:

Mr. Vincent	Yes
Mr. Brooks	Yes
Mr. Coleman	Yes
Mr. Nordfelt	Yes
Mr. Winder	Yes
Mr. Rushton	Yes
Chairman Burt	Yes

Unanimous.

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After further discussion, Mr. Rushton moved to approve Resolution No. 09-06, a Resolution Approving the Policy and Procedure Updates for the Housing Assistance Program used by the Housing/Grants Division to Assist Low and Moderate Income Residents, as amended in the previous motion. Mr. Brooks seconded the motion.

A roll call vote was taken:

Mr. Vincent	Yes
Mr. Brooks	Yes
Mr. Coleman	Yes
Mr. Nordfelt	Yes
Mr. Winder	Yes
Mr. Rushton	Yes
Chairman Burt	Yes

Unanimous.

THERE BEING NO FURTHER BUSINESS OF THE HOUSING AUTHORITY OF WEST VALLEY CITY, THE SPECIAL REGULAR MEETING OF TUESDAY, SEPTEMBER 22, 2009, WAS ADJOURNED AT 6:50 P.M., BY CHAIRMAN BURT.

I hereby certify the foregoing to be a true, accurate and complete record of the proceedings of the Special Regular Meeting of the West Valley City Housing Authority held Tuesday, September 22, 2009.

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Sheri McKendrick, MMC  
Secretary