



HOUSING AUTHORITY OF SALT LAKE CITY

Meeting Location: 1776 S. West Temple, Salt Lake City, Utah

ANNUAL MEETING Monday January 29, 2018

11:00 am – 2:00 p.m.

Please call 801-428-0600 for more information or to request a meeting recording.

Board of Commission Members

Palmer De Paulis, Board Chair

Dave Mansell, Vice Chair

Brenda Koga, Commissioner

Cindy Gust-Jenson, Commissioner

David Litvack, Commissioner

Alfonsa Price, Commissioner

Les Sparks, Commissioner

One or more Commissioners of HASLC may participate via telephonic conference originated by the Executive Director and within the meanings accorded by Utah law, the Meeting may be an Electronic Meeting, and the Anchor Location shall be located at 1776 S. West Temple, Salt Lake City, Utah. In compliance with the Americans with Disabilities Act, persons requesting special accommodations during the meeting should notify HASLC not less than 24 hours prior to the meeting.

The Housing Authority of Salt Lake City is committed to our mission:

To provide affordable housing opportunities for our community

BOARD MEETING AGENDA

1. Roll Call
2. Election of Officers (attachment) – Board Chair / 5 minutes
3. Public Comment (each participant will be allowed 3 minutes for comment)
4. Motion to Approve HASLC Open Meeting Minutes of November 27, 2017 and Special Meeting Minutes of January 10, 2018. (attachments) – Board Chair / 4 minutes
5. Presentations and Recognition – Executive Director / 8 minutes
6. New Business
 - a) **APPROVE RESOLUTION # 604-2018** revising the HASLC Team Handbook (personnel policies) Section 4.9 Corrective Action policy to provide performance-related feedback and constructive discipline in a more positive. (attachment) - Executive Director and Deputy Director / 5 minutes
 - b) **APPROVE RESOLUTION # 605-2018** revising the HASLC Team Handbook (personnel policies) Section 2.4 Workplace Bullying policy to add more detail as to reporting. (attachment) - Executive Director and Deputy Director / 5 minutes
 - c) **ARRPOVE RESOLUTION # 606-2018** approving and ratifying a loan between HASLC and HAME along with prior actions related to the recent purchase of the Capital Motel and adjacent sites by HAME. (attachments) – Executive Director / 12 minutes
 - d) **REVIEW AND APPROVE** quarterly financial reports. (attachment) – Controller/Chief Financial Officer / 10 minutes

- e) **REVIEW AND APPROVE** 2017 4th Quarter account write-offs in the total amount of \$28,231.
(attachment) – Chief Financial Officer / 6 minutes

7. Closed Session (If Applicable)

The Board will consider a motion to enter into Closed Session. A closed meeting may be held for specific purposes including, but not limited to:

- a) Discuss Strategy with Respect to Purchase/Sale of Real Property
- b) Discuss the Character, Professional Competence, or Physical or Mental Health of an Individual
- c) Discuss Strategy with Respect to Pending or Reasonably Imminent Litigation

A closed meeting may also be held for attorney-client matters that are privileged pursuant to Utah Code § 78B-1-137, and for other lawful purposes that satisfy the pertinent requirements of the Utah Open and Public Meetings Act.

- A) Motion to Enter Into Closed Session
- B) Motion to Enter Open Session
- C) Announce Closed Session Matters (if applicable)

8. Communications

- a) Executive Director Report (attachment) – Daniel Nackerman
- b) Outreach Report (attachment) – Britnee Dabb
- c) Project Report Riverside Apartment Interior Upgrades (attachment) – Kim Wilford
- d) Project Report Freedom Landing Walls (attachment) – Joe Post
- e) Resource Management Summary (attachment) – Britnee Dabb
- f) Real Estate Development Report (attachment) – Joe Post
- g) Board of Commissioner’s Report (attachment) - Palmer DePaulis
- h) Resident Advisory Board (RAB) Report (attachment) – Alfonsa Price
- i) 2017 Scheduled Board Meeting Dates (attachment)
- j) 2017 Housing Authority Holiday Schedule (attachment)
- k) 2017/2018 Goal Summary (attachment)

9. Communications

10. Other Business

11. Adjournment

HOUSING ASSISTANCE MANAGEMENT ENTERPRISE
(HAME)

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Dave Mansell, Vice Chair
Cindy Gust-Jenson, Board Member
David Litvack, Board Member
Les Sparks, Board Member

Phil Bernal, Board Member
Brenda Koga, Board Member
Alfonsa Price, Board Member
Daniel Nackerman, President

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BOARD MEETING AGENDA

1. **Roll Call**
2. **Confirmation of Officers** (attachment) – Board Chair / 5 minutes
3. **Public Comment** (each participant will be allowed 3 minutes for comment)
4. **Motion to Approve HAME Open Meeting Minutes of November 27, 2017 and Special Meeting Minutes of January 10, 2018.** (attachments) – Board Chair / 4 minutes
5. **New Business**
 - a) **REVIEW** the restructuring documents of Housing Assistance Management Enterprise (HAME) as approved at the Special Meetings held January 10, 2018. (attachments) – President and Counsel / 3 minutes
 - b) **ADOPT RESOLUTION #607-2018** ratifying and approving execution of loan documents, purchase documents and all other actions related to the recent purchase of the Capital Motel and adjacent sites by HAME including a loan from HASLC to HAME in the amount of \$1,500,000 as attached. (attachments) – President and Counsel / 10 minutes
 - c) **ADOPT RESOLUTION #608-2018** ratifying execution of loan documents and related between the Redevelopment Agency of Salt Lake City (RDA) and Housing Assistance Management Enterprise (HAME) for the purchase of the Capital Motel and adjacent sites. (attachments) – President and Counsel / 3 minutes

6. Closed Session (If Applicable)

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- B) Motion to Enter Open Session
- C) Announce Closed Session Matters (if applicable)

7. Communications

- a) Tax Credit Project(s) Application Update – Joe Post / *10 minutes*

8. Communications

9. Other Business

10. Adjournment

HOUSING DEVELOPMENT CORPORATION
OF SALT LAKE CITY (HDC)

Meeting Location: 1776 S. West Temple, Salt Lake City, Utah

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Les Sparks, Board Member

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BOARD MEETING AGENDA

1. **Roll Call**
2. **Confirmation of Officers** (attachment) – Board Chair / 5 minutes
3. **Public Comment** (each participant will be allowed 3 minutes for comment)
4. **Motion to Approve HDC Open Meeting Minutes of November 27, 2017 and Special Meeting Minutes of January 10, 2018.** (attachments) – Board Chair / 4 minutes
5. **New Business**
 - a) **REVIEW** the restructuring documents of HDC as approved at the Special Meetings held January 10, 2018. (attachments) – President and Counsel / 5 minutes
 - b) **ADOPT RESOLUTION #609** further revising the Articles of Incorporation and Bylaws to change Housing Development Corporation to Housing Development Corporation of Salt Lake City in all documents. (attachments) – President and Counsel / 5 minutes
6. **Closed Session (If Applicable)**

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- A) Motion to Enter Into Closed Session
- B) Motion to Enter Open Session
- C) Announce Closed Session Matters (if applicable)

7. Communications

8. Other Business

9. Adjournment