



7505 S Holden Street  
Midvale, UT 84047  
801-567-7200  
Midvale.Utah.gov

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**REDEVELOPMENT AGENCY OF MIDVALE CITY  
MEETING AGENDA  
September 2, 2025**

**Public Notice Is Hereby Given** that the **Redevelopment Agency of Midvale City** will hold an electronic and in-person meeting on **September 2, 2025** as follows:

**Electronic & In-Person City Council Meeting** This meeting will be held electronically and in-person. **Public comments may be submitted electronically to the Board at Midvale.Utah.gov/PublicComment by 5:00 p.m. on September 1, 2025.**

The meeting will be broadcast on **You-Tube (Midvale.Utah.gov/YouTube)**

**6:00 p.m. or immediately following the City Council Meeting**

**I. GENERAL BUSINESS**

A. Welcome and Roll Call

**II. PUBLIC COMMENTS**

Any person wishing to comment on any item not otherwise scheduled for public hearing on the agenda may address the Redevelopment Agency of Midvale City Board at this point by stepping to the microphone and giving their name for the record. **Comments should be limited to not more than three (3) minutes unless additional time is authorized by the Redevelopment Agency of Midvale City Board.** Resident groups will be asked to appoint a spokesperson. This is the time and place for any person who wishes to comment on issues not scheduled for public hearing. Items brought forward to the attention of the Redevelopment Agency of Midvale City will be turned over to staff to provide a response outside of the Redevelopment Agency meeting.

**III. CONSENT AGENDA**

A. Consider Minutes of August 5, 2025 — *[Rori Andreason, HR Director/City Recorder]*

**IV. ACTION ITEMS**

A. Consider **Resolution No. 2025-07RDA** Approving Amendments to the Midvale Main Business Loan Program. — *[Aubrey Ruiz, RDA Program Manager]*

B. Consider **Resolution No. 2025-08RDA** Approving the Midvale Main Adaptive Reuse Loan Program. — *[Aubrey Ruiz, RDA Program Manager]*

- C. Consider **Resolution No. 2025-09RDA** Approving Change Order No. 1 in relation to the Design Build Agreement with Mountain States Lighting **[Kate Andrus, RDA Director]**

**V. POSSIBLE CLOSED SESSION**

The Board may, by motion, enter into a Closed Session for:

- A. Discussion of the Character, Professional Competence or Physical or Mental Health of an Individual;
- B. Strategy sessions to discuss pending or reasonably imminent litigation;
- C. Strategy sessions to discuss the purchase, exchange, or lease of real property;
- D. Discussion regarding deployment of security personnel, devices, or systems; and
- E. Investigative proceedings regarding allegations of criminal misconduct.

**VI. ADJOURN**

*In accordance with the Americans with Disabilities Act, Midvale City will make reasonable accommodations for participation in the meeting. Request assistance by contacting the City Recorder at 801-567-7207, providing at least three working days' notice of the meeting. TTY 711*

*The agenda was posted at the following locations on the date and time as posted above: City Hall Lobby, on the City's website at [Midvale.Utah.gov](http://Midvale.Utah.gov) and the State Public Notice Website at [pmn.utah.gov](http://pmn.utah.gov). Board Members may participate in the meeting via electronic communications. Board Members' participation via electronic communication will be broadcast and amplified so other Board Members and all other persons present in the Council Chambers will be able to hear or see the communication.*

**Date Posted: August 28, 2025**

**Rori L. Andreason, MMC  
H.R. Director/City Recorder**



## REDEVELOPMENT AGENCY MEETING

### *Minutes*

Tuesday August 5, 2025

Council Chambers  
7505 S Holden Street  
Midvale, Utah 84047

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**CHAIR:** Dustin Gettel

**BOARD MEMBERS:** Board Member Paul Glover  
Board Member Bonnie Billings  
Board Member Denece Mikolash  
Board Member Bryant Brown  
Board Member Heidi Robinson

**STAFF:** Matt Dahl, City Manager; Nate Rockwood, Assistant City Manager; Rori Andreason, City Recorder; Charlie Cressall, Deputy City Recorder; Garrett Wilcox, City Attorney; Mariah Hill, Administrative Services Director; Adam Olsen, Community Development Director; Laura Magness, Communications Director; Jerimie Thorne, Deputy Public Works Director; Meggie Troili, RDA Project Manager; Cody Hill, Economic Development Director; Wendelin Knobloch, Planning Director; Chief Randy Thomas, UPD; and Juan Rosario, Systems Administrator.

Chair Gettel called the meeting to order at 7:43 p.m.

### **I. GENERAL BUSINESS**

**A. Welcome and Roll Call** - Board Members Denece Mikolash, Bryant Brown, Heidi Robinson, and Paul Glover were present at roll call. Board Member Bonnie Billings is excused.

### **II. PUBLIC COMMENTS**

Samantha Hobush, Midvale resident, said she wanted to share how important bicycles are to her family. She is asking for support to build a pump track. A pump track is for bike riding, it's free, low maintenance, and inclusive track for all. This type of track was built in West Valley City for around \$200,000. This would be an asset at the Copperview site or the Adams Street park. This project would fit well with the Uplift Midvale program. She has started a petition for a pump track with 63 signatures already.

Council Member Bryant Brown asked if Midvale owns the Adams Street park. The Copperview location is owned by Salt Lake County.

Nate Rockwood said yes, Midvale City owns Adams Street park.

**III. CONSENT AGENDA**

**A. Consider Minutes of July 15, 2024**

**MOTION:** Board Member Paul Glover **MOVED** to approve the consent agenda. The motion was **SECONDED** by Board Member Heidi Robinson. Chair Gettel called for discussion on the motion. There being none, he called for a roll call vote. The voting was as follows:

Board Member Bryant Brown	Aye
Board Member Denece Mikolash	Aye
Board Member Paul Glover	Aye
Board Member Bonnie Billings	Absent
Board Member Heidi Robinson	Aye

The motion passed unanimously.

**IV. ACTION ITEM**

**A. Consider *Resolution No. 2025-06RDA* Approving the Term Sheet for a Business Loan Agreement between the Redevelopment Agency of Midvale City and Saltfire Brewing Co.**

Aubrey Ruiz said the Agency has received a business loan proposal from Saltfire Brewing Co., a local brewery, for the amount of \$250,000. Agency staff and the Loan Committee have reviewed and evaluated the loan application based on the program guidelines. The application has met and exceeded the minimum requirements for consideration. The proposal demonstrates great promise for both future and existing businesses on Midvale Main Street, bringing in more visitors, beatifying the street, and engaging with the community on a regular basis. After careful consideration, based on these findings, the Agency and the Loan Committee have determined that the loan qualifies for the 0% interest rate loan incentive.

A term sheet outlining the proposed loan terms was presented to the Board for discussion on July 15, 2025. Since then, the term sheet has been modified slightly to outline the amount of the loan that is required to be spent on marketing and advertising over the loan term of 7 years. The revised term sheet is now being presented to the Board for approval.

**FISCAL IMPACT:**

The current program budget is \$1.5 million to be utilized for individual loans. If approved, the RDA will provide a \$250,000 loan to Saltfire Brewing Co. This will bring the current overall budget for the Revolving Loan Program to \$1 million to be loaned to additional projects.



## Revolving Loan Program – Saltfire Brewery Co.

### Saltfire Brewing Co.

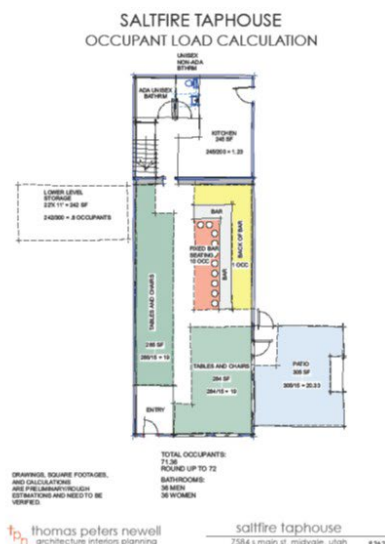
- Established 2016
- Current location: 2199 West Temple, South Salt Lake, UT 84115
- Owner/Operator: Ryan Miller



## Background

- Secondary location – Bar & Restaurant (21+)
  - Working with Cutthroat Burger LLC to provide food.
- Applicant requesting \$250,000.00 loan.
- Application meets all requirements and Loan Committee has recommended approval with a 0% interest rate.
- Additional conditions were added to the Term Sheet to ensure that the use of funds is allocated as Agency staff sees fit.

## Proposed Layout Concept





## Business Plan

- |                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>• Estimated Year 1 Profit: \$600,000</li><li>• Grand Opening Goal: 6 months</li><li>• Open 7 days a week<ul style="list-style-type: none"><li>• Mon-Thurs 11 AM – 10 PM</li><li>• Fri-Sat 11 AM- 11 PM</li><li>• Sunday (brunch) 10 AM – 9 PM</li></ul></li></ul> | <ul style="list-style-type: none"><li>• Job Creation (7-10 permanent positions):<ul style="list-style-type: none"><li>• Kitchen staff: 1-2 cooks</li><li>• Front of House Staff: 2-3 servers/hosts</li><li>• Bar Staff: 1-3 bartenders</li><li>• Head Chef</li><li>• General Manager</li></ul></li></ul> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Draft Term Sheet

### Additional Conditions:

- To maintain a 0% interest rate all conditions must be met annually, for the 7-year term of the loan.
  - 5% (\$12,500) spent throughout the life of the loan on advertising/marketing
  - Minimum of 3 events held per year (i.e. live music, beer fests, etc.)
  - Rotating gallery of local artists' work for sale
  - Participation in all RDA hosted Midvale Main events

## Approved Collateral

- The borrower pledges collateral equal to 100% of the loan amount.
- Collateral includes existing equipment located at the borrower's brewery in South Salt Lake City.
- The RDA will hold a first-position lien on the equipment.
- Collateral will also include equity in the borrower's personal residence, with the RDA holding a second-position lien.

**MOTION:** Board Member Heidi Robinson **MOVED** to pass Resolution No. 2025-06RDA Approving the Term Sheet for a Business Loan Agreement between the Redevelopment Agency of Midvale City and Anvil Brewing Co. LLC DBA Saltfire Brewing Co. The motion was **SECONDED** by Board Member Bryant Brown. Chair Gettel called for discussion on the motion. There being none, he called for a roll call vote. The voting was as follows:

Board Member Bryant Brown	Aye
Board Member Denece Mikolash	Aye
Board Member Paul Glover	Aye
Board Member Bonnie Billings	Absent
Board Member Heidi Robinson	Aye

The motion passed unanimously.

## VI. ADJOURN

**MOTION:** Board Member Paul Glover **MOVED** to adjourn the meeting. The motion was **SECONDED** by Board Member Heidi Robinson. Chair Gettel called for discussion on the motion. There being none he called for a vote. The motion passed unanimously.

The meeting adjourned at 7:53 p.m.



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**Rori L. Andreason, MMC**  
**City Recorder**

Approved this September 2, 2025.

PENDING



## REDEVELOPMENT AGENCY OF MIDVALE SUMMARY REPORT

September 2, 2025

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**SUBJECT:** Consider Resolution 2025-07RDA approving Amendments to the Midvale Main Business Loan Program

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**ITEM TYPE:** Action

**SUBMITTED BY:** Aubrey Ruiz, RDA Program Manager

### **SUMMARY:**

#### History:

The Business Loan Program was originally adopted in 2021, with subsequent amendments approved in 2024. After processing and approving three separate loan applications under this program, Agency staff have identified the need to provide greater clarity regarding collateral requirements based on the loan amount requested.

Under both the original and amended program guidelines, collateral requirements are stated as a range between 60% and 80%. To better protect the City's financial interests, staff recommend standardizing this requirement at the higher end of the range—specifically, at 80%, as referenced in the current documentation.

Throughout the review period of past applications, Agency staff and the Loan Committee have consistently requested collateral at the higher end of percentage of collateral required. To make expectations clearer for applicants, it would be more effective to require the higher collateral upfront. After careful consideration, both Agency staff and the Loan Committee agree that approving loans with lower collateral coverage introduces an undue financial risk and is not in the best interest of the City.

This recommendation aims to strengthen the program's fiscal responsibility and ensure long-term sustainability.

All applications require a background check; however, it was not clearly outlined in the original or amended program which roles in the business were required to submit a copy of their criminal history.

This recommendation will clarify to the applicant that all Owners and Managers outlined in the creation documents of the business are required to submit a criminal history report from the Bureau of Criminal Investigation (BCI).

## Major Program Amendments:

### **Collateral:**

- Minimum Collateral Available: 80% of requested loan amount.
- Available Collateral Categories: Commercial Real Estate, Personal Real Estate, Personal Property, and Equipment. All other forms of available collateral will be reviewed on a case-by-case basis.

### **Background Checks:**

- Background checks will now be required for all Owners and Managers listed in the Articles of Organization/Articles of Incorporation. These documents are created and maintained by the Utah Division of Corporations.

### **Fiscal Impact:**

N/A

### **Recommended Motion**

I move that we suspend the rules\* and adopt Resolution No. 2025-07RDA approving amendments to the Midvale Main Business Loan Program.

*\* It is necessary to suspend the rules because this amendment will help to clarify the final terms of new loans.*

### **Attachments:**

Resolution No. 2025-07RDA  
Amended Midvale Main Business Loan Program (Red lines)

**THE REDEVELOPMENT AGENCY OF MIDVALE CITY  
RESOLUTION NO. 2025-07RDA**

**A RESOLUTION APPROVING THE MIDVALE MAIN BUSINESS LOAN PROGRAM**

**WHEREAS**, the Redevelopment Agency of Midvale City (“Agency”) was created to transact the business and exercise the powers provided for in the Utah Redevelopment Agencies Act; and

**WHEREAS**, on November 17, 2015, the Agency adopted Resolution 2015-13RDA, approving the CDA Project Area Plan for the Midvale Main Street CDA Project Area; and

**WHEREAS**, on October 6, 2020, the Agency adopted Resolution 2020-11RDA, adopting the Main Street Community Development Area Budget; and

**WHEREAS**, on September 7, 2021, the Agency adopted Resolution 2022-17RDA, approving the Main Street Revolving Business Loan Program (the “Program”); and

**WHEREAS**, the Program seeks to incentivize desired businesses and business improvements through low-interest loans to activate and revitalize Midvale’s Main Street area; and

**WHEREAS**, on January 16, 2024, the Agency adopted Resolution 2024-01RDA, approving the amendments to the Main Street Revolving Business Loan Program (the “Program”); and

**WHEREAS**, Agency staff crafted amendments to the Program to overcome the challenges of high-interest rates and tailor it more closely to the needs of businesses; and

**WHEREAS**, funds available in the amount of \$1,500,000 were loaned from the Bingham Junction Project Area to the Main Street Project Area to be utilized as loans for eligible applicants, and upon completion of the program, will be repaid to the Bingham Junction Project Area; and

**WHEREAS**, the Agency believes that the Amended Midvale Main Business Loan program will help facilitate the revitalization of the Main Street Project Area.

**NOW THEREFORE BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF MIDVALE CITY**, that the Board of Directors does hereby authorize the Chief Administrative Officer and Executive Director to implement the Midvale Main Business Loan Program as amended to promote and incentivize the redevelopment of Midvale City’s Main Street.

**Passed and Adopted by the Board of Directors of the Redevelopment Agency of Midvale City, State of Utah, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.**

\_\_\_\_\_  
Dustin Gettel,  
Chief Administrative Officer

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Matt Dahl  
Executive Director

ATTEST:

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Rori L. Andreason, MMC  
Secretary

Voting by the RDA Board:	“Aye”	“Nay”
Bonnie Billings	_____	_____
Paul Glover	_____	_____
Heidi Robinson	_____	_____
Bryant Brown	_____	_____
Denece Mikolash	_____	_____



## Redevelopment Agency of Midvale City Midvale Main Business Loan Program

### I. Purpose

**The (RDA) Midvale Main Business Loan Program's** purpose is to support and promote the growth and improvement of businesses within the Main Street Project Area. The objective is to stimulate business development and expansion by making loans available to businesses operating within Midvale's Main Street Project Area or are relocating or starting up a business within the Area. These businesses must be committed to creating a sense of place along Midvale Main by shaping redevelopment, enhancing arts and culture, preserving and celebrating history, and providing or supporting spaces for people to gather and recreate.

### II. Eligibility

1. The business already exists within Midvale's Main Street Project Area, is relocating to the Area, or is a startup located within the Area.
2. Property taxes, business license, and special assessments must be current, with no judgments or liens outstanding against the applicant(s).
3. The applicant must provide sufficient evidence of their capabilities to successfully complete the project.
4. The applicants' credit history must demonstrate prompt payment of past obligations.
5. Minimum Eligibility: To be considered for a loan the project must score a minimum score of 25/40 in meeting four key public benefit criteria of Economic Impact, Public Amenity, Permanent Job Creation, and Street Activation. These criteria are found in the chart below in Section V.
6. Public Benefit Incentive: A reduction to the standard interest rate is available for projects that receive more than the minimum score in meeting any combination of criteria in the Public Benefit Criteria Chart found in Section V. For every 3 points earned over the minimum score required, a project is eligible to receive a rate reduction of .25% from the standard interest rate, with a minimum interest rate of 1%. For each interest rate reduction received, compliance and reporting requirements will be triggered to ensure that public benefit criteria are being met.
7. Public Benefit Projects: Projects that provide a substantial public benefit to the street are eligible for 0% interest loans.
  - a. Loans under \$25,000 must meet the minimum eligibility requirement, have a minimum score of 35 points under the public benefit criteria which must receive a full score in the areas of 1) Economic Impact, 2) Street Activation, 3) Permanent Job Creation.



- b. Loans over \$25,000 must meet the minimum eligibility requirement, have a minimum score of 60 points under the public benefit criteria and must receive a full score in the areas of 1) Economic Impact, 2) Adaptive Reuse 3) Permanent Job Creation 4) Street Activation.

### III. Loan Types & Use of Funds

- 1. Startup business (0-3 years old): Can apply for loans up to \$25,000
- 2. Existing business (3+ years old): Can apply for loans up to \$250,000
  - a. Loan Committee can waive the 3-year requirement if borrower(s) can demonstrate comparable experience within the industry.
- 1. **Loans for start-up and businesses expansion.**
  - a. Inventory, marketing, materials, space, labor, supplies, and operating maintenance.
- 2. **Loans for Physical Improvement and Real Estate Purchases Under \$25,000**
  - a. Land and building acquisition.
  - b. Building construction and renovation (with restrictions).
  - c. Façade improvements: signage, building, and landscaping (restrictions apply).
  - d. Energy and equipment upgrades and building retrofits.
  - e. To get building/business in compliance with all applicable Midvale City building codes and ordinances.
- 3. **Loans for Physical Improvement and Real Estate Purchases Over \$25,000.**
  - a. Land and building acquisition.
  - b. Building construction and renovation (with restrictions).
  - c. Façade improvements: signage, building, and landscaping (restrictions apply).
  - d. Energy and equipment upgrades and building retrofits.
  - e. To get building/business in compliance with all applicable Midvale City building codes and ordinances.

**\*RDA funds cannot be used for the refinancing of existing debt.**

### IV. Terms

- 1. **Loans for start-up costs and expansion expenses.**

- a. Loan Amount: Loan will provide up to \$25,000.
- b. Standard Loan Term: 6 months to 5 years. Loan may be prepaid, in part or whole, at any time without penalty but may not be transferred.
- c. Background Check: Required for all Owners and Managers.
- d. Credit Score: No minimum. (Credit scores determine loan amount, interest rate, and collateral %).
- e. Collateral: Must have 80% minimum available collateral.
- f. Available Collateral:
  - Commercial Real Estate
  - Personal Real Estate
  - Personal Property
  - Equipment
  - e. • Other forms of collateral will be considered on a case-by-case basis
- f.g. Defaulting on the loan will result in the loss of collateral.
- g.h. Personal Guarantee: Must have a personal guarantee from all owners with over 20% equity in the property or project.
- h.i. Base Interest Rate: US Prime Rate (- Public Benefit Score Reduction, if applicable)

## **2. Loans for Physical Improvement and Real Estate Purchases Under \$25,000**

- a. Loan Amount: Loan will provide up to \$25,000.
- b. Loan Term: 6 months to 5 years. Loan may be prepaid, in part or whole, at any time without penalty but may not be transferred.
- c. Background Check: Required for all Owners and Managers.
- d. Credit Score: No minimum. (Credit scores determine loan amount, interest rate, and collateral %).
- e. Collateral: Must have 80% minimum available collateral.
- f. Available Collateral:
  - Commercial Real Estate
  - Personal Real Estate
  - Personal Property
  - Equipment
  - Other forms of collateral will be considered on a case-by-case basis
- f.g. Default: Defaulting on the loan will result in the loss of collateral.
- g.h. Personal Guarantee: Must have a personal guarantee from all owners with over 20% equity in the property or project.
- h.i. Base Interest Rate: US Prime Rate (- Public Benefit Score Reduction, if applicable)

### 3. Loans for Physical Improvement and Real Estate Purchases Over \$25,000

- a. Loan Amount: Loan will provide up to \$250,000.
- b. Loan Term: 6 months to 7 years. Loan may be prepaid, in part or whole, at any time without penalty but may not be transferred.
- c. Background Check: Required for all Owners and Managers.
- d. Credit Score: Credit Score: No minimum. (Credit scores determine loan amount, interest rate, and collateral %).
- e. Collateral: Must have 80% minimum available collateral.
- f. Available Collateral:
  - Commercial Real Estate
  - Personal Real Estate
  - Personal Property
  - Equipment
  - Other forms of collateral will be considered on a case-by-case basis

e.—

f.g. Base Interest Rate: US Prime Rate (- Public Benefit Score Reduction, if applicable)

g.h. Loan to Value Ratio: 85% of the property value or project expense.

h.i. Personal Guarantee: Must have a personal guarantee from all owners with over 20% equity in the property or project.

i.j. Must be approved by the Midvale Redevelopment Agency Board.

j.k. Appraisal and Title report are required prior to loan authorization. Staff may waive this requirement if they find that the provided information is sufficient.

\* Loan terms are standard; however, they can be negotiated with staff but will require approval by the Redevelopment Agency Board.

## II. Public Benefit Criteria

Public Benefit	Description	Criteria	Score
<b>Economic Impact</b>	To foster redevelopment, neighborhood services, and locally-owned businesses.	<p>The project will catalyze economic impacts through one of the following:</p> <ul style="list-style-type: none"><li>• The project serves to provide a space for complementary services or business that falls under the desired business categories* and are currently lacking in the Main Street Project Area;</li><li>• The project will serve to provide a venue or useable space for events; or</li><li>• The project will provide a space for a locally-owned business that falls under the desired business categories*.</li><li>• The project will provide a space for a new local restaurant or similar business.</li></ul> <p>Additional points will be given for projects that provide outdoor/rooftop dining or unique dining experiences.</p> <p><i>*The Midvale Main Desired Business Categories is attached as Exhibit A.</i></p>	___/10

<b>Public Amenities</b>	To promote community amenities that provide opportunity for social interaction, support cultural events, promote neighborhood identity, and reinforce neighborhood character.	<p>The project includes one of the following public amenities that reinforces neighborhood character and scale:</p> <ul style="list-style-type: none"> <li>• The project includes a significant usable open space, public walkways, gathering spaces or other publicly accessible amenity;</li> <li>• The project includes a significant public art amenity;</li> </ul>	___/10
<b>Adaptive Reuse</b>	To promote the revitalization of underutilized buildings that preserve the character of the Project Area while promoting new land uses.	The project will preserve or repurpose an existing building, built prior to 1950, through the conversion of existing structures into new land uses, as allowed within the zone.	___/10
<b>Beautification</b>	To promote the beautification and character through strategic improvements that will continue the look and feel that is already established the Main Street Project Area.	The project will promote a sense of place and will help to maintain the desired look and feel of the Main Street Project Area. This will incorporate building improvements that are not historic, including building façade improvements, street or walkway improvements, and art installations or murals, to provide a cohesive, unique and historic feeling.	___/10
<b>Educational or Arts-Based Business</b>	To create social impact by providing residents and guests with educational opportunities and an increase in arts-based programming.	The project will preserve, create, or repurpose a building in order to serve a business that offers arts-based programming and/or a space for educational opportunities.	___/10
<b>Street Activation</b>	To promote businesses that can attract active patronage to the area.	The project can demonstrate their ability to attract (#) number of patrons, visitors, and guests to the Main Street Project Area on a regular basis and has established hours that are	___/10

		patron- and visitor-friendly including weekends and evenings.	
<b>Permanent Job Creation and Retention</b>	To promote the Main Street Project Area with a balanced economy that produces jobs that create a supportive environment for entrepreneurs and innovators.	<p>The project will create or retain at least one job per \$50,000 received in program funding. These jobs need be centered on creating innovative hubs and include those businesses that fall under the desired business categories*.</p> <p><i>*The Midvale Main Desired Business Categories is attached as Exhibit A.</i></p>	___/10
<b>Existing Business in Project Area</b>	To improve or expand existing services to create vibrancy and attract additional foot traffic to the Main Street Project Area.	<p>The business has been a part of Midvale's Main Street Project Area for at least 2 years and fits within the desired business categories*.</p> <p><i>*The Midvale Main Desired Business Categories is attached as Exhibit A.</i></p>	___/10
<b>Sustainability</b>	To promote a built environment that assists with protecting resources and promoting greater resiliency.	The project demonstrates a commitment to an industry-recognized certification program including, but not limited to, Passive House, Energy Star, LEED, and Enterprise Green Communities programs.	___/10

## V. Loan Process

1. Download Part A of the Application and submit the completed application to the Redevelopment Agency Program Manager at [aruiz@midvaleut.gov](mailto:aruiz@midvaleut.gov). The preliminary review generally takes 10 business days. A credit check will be conducted during this time. A fee for processing credit checks will be assessed at the time of submission.
2. If Part A Application is approved, please proceed to Part B of the Application and submit the completed application along with the non-refundable application fee of \$75.00 and the documents listed on page 10 of the Part B Application. *Acceptance of Part B Application does not constitute loan approval.*



3. Email the RDA's Program Manager at [aruiz@midvaleut.gov](mailto:aruiz@midvaleut.gov) or call 801-567-7261 to set up a time to review the completed application.
4. Once reviewed by the RDA Staff, you will schedule a meeting where you will present about your business and answer any outstanding questions. RDA staff will evaluate the loan application based on Section VII and the following criteria:
  - ☐ Is the request for funds in accordance with RDA Loan Program Guidelines?
  - ☐ Is the project financially feasible to complete development?
  - ☐ Are there any undue financial benefits to the applicant, or is the owner's projected return on equity unreasonably high?
  - ☐ Are the capital sources for financing identified and reasonable?
  - ☐ Are RDA funds necessary and appropriate to the development?
  - ☐ Are the developer's capabilities and strength of collateral identified and reasonable?
5. The RDA will evaluate your loan, and in 5-7 business days you will notified of the decision by email.

*\*\*\* The loan process can take several months depending on the completeness of the application and the Loan Committee's availability. \*\*\**

## **VI. Loan Evaluation**

### **Evaluation:**

The loan evaluation will be based on an applicant's credit history, ability to repay the loan, management ability, business experience, public benefit, the description for use of funds, and factors in Subsection V. Existing businesses may also be evaluated in terms of any crime issues relating to the business. Based on a Police Department report, a loan may be denied to any business that has crime issues which the RDA is not satisfied with the business's plan of resolution.

### **Lender Participation:**

The RDA encourages participation of private lending institutions and looks favorably at providing funds to fill the gap between the owner's equity and conventional financing. The RDA may subordinate its security interest to the private lender.

### **Guarantors Required for Loans over \$25,000:**

Loans must be guaranteed by the business and personally by the borrower and personal guarantors (all owners with 20% equity or more in the business are required to be a guarantor.). RDA Director may waive personal guarantees in cases of unique corporate structures. *Personal guarantors are liable to pay back the outstanding balance of the loan after the liquidation of collateral to the RDA even if the business fails.* Staff may request additional forms of guarantee depending on the application as deemed reasonable and necessary by RDA staff.

## VII. Required Documents

In addition to the Personal Financial Statement, the following financial documentation is required for loan consideration. Please submit copies electronically and keep the original documents.

1. Business Taxes: Provide corporate federal and state income tax returns for the previous three years or for the length of the entity's existence, whichever is less.
2. Business Financials: For existing or operating businesses, provide audited corporate financial statements comprised of a profit and loss statement, and balance sheet for the last three years or the number of years in operation (whichever is less), as well as the most recent month-end or quarterly financial statements. Please be advised that some applicants may be asked to provide financial statements for related businesses or businesses in which the guarantors also have substantial ownership of, particularly if the business applying for a loan has been in existence for less than three years.
3. Personal Taxes/Other Information: Three years of federal and state income tax returns including all schedules and W-2 forms are required for the member(s) of the legal structure of the business (sole proprietor, partners, and principal officers) who own more than 20% of the business and each guarantor.
- 3.4. Collateral Breakdown: If real estate is pledged as collateral, the applicant must also provide recent mortgage statements, evidence of the collateral value, and certify that the property has no liens against it. If equipment is pledged as collateral, the applicant must provide receipts as proof of purchase, model and serial number. Other forms of collateral will be considered on a case-by-case basis.
- 4.5. Business Location Information: Provide a copy of the existing or proposed lease agreement, a mortgage statement, deed, or evidence of site control.
- 5.6. Business Confidentiality Request Form: Complete and submit a business confidentiality request form.
- 6.7. Articles of Incorporation: Provide a copy of the existing Articles of Incorporation to legally document the existence of the business.
- 7.8. Business Plan: A business plan serves as a company's road map, defining a clear goal of what the company will become and how it is going to get there. The plan should convey a thorough understanding of the purpose of the business, who the target market is, the competitive environment, and how the company will adapt to fulfill its objectives. The business plan should also include a complete analysis of the funds needed to meet its objectives including a current financial snapshot and projections. A business plan is an extremely important and useful tool for a business owner to evaluate strengths and weaknesses, seek out areas of improvement, and find the best way to reach financial objectives. All loan requests over \$10,000 MUST provide a full business plan. Microloans (loan requests under \$10,000) must provide at least an executive summary but may also be required to provide a full business plan at the discretion of the RDA Staff. Your business plan should include the following:
  - ☐ Executive Summary
  - ☐ Design Plan
  - ☐ Description of Product/Services
  - ☐ Target Market & Marketing Strategy

- ❑ Neighborhood/Human/Environmental Impact
- ❑ Management Team (bios or resumes)
- ❑ Financial Structure
- ❑ Revenue and Expenditure Forecast
- ❑ Future Plans

## **Midvale Main Desired Business Categories**

Below is a list of business categories which will play an important role in establishing an arts, food, and culture district. This list is not considered to be an exhaustive list of businesses but should be utilized as a guide when considering which businesses will further the revitalization of Midvale Main. These businesses should attract visitors to the Midvale main on a regular basis and maintain operating hours that are conducive to the public.

### **1. Art Galleries and Studios:**

- Contemporary art galleries
- Studios for local artists
- Co-working spaces for artists

### **2. Theaters and Performing Arts Spaces:**

- Live theaters
- Performance art spaces
- Dance studios and academies

### **3. Music Venues:**

- Concert halls
- Live music venues
- Jazz clubs or lounges

### **4. Food and Beverage:**

- Restaurants
- Breweries
- Supper Clubs
- Bars/Pubs
- Cafes/Luncheonettes
- Gourmet Food Stores
- Grocery/Bodega
- Specialty tea or coffee shop
- Arts inspired confectionery/bakery

### **5. Museums and Cultural Institutions:**

- Art museums
- Cultural heritage centers

### **6. Artisan and Craft Shops:**

- Handmade crafts stores
- Art supply shops
- Specialty boutiques
- Boutiques featuring handmade jewelry, pottery, textiles, soap, and other artisanal products.
- Farmers/Craft markets
- Pop up shops
- Monthly or seasonal art fairs
- Crafting workshops with associated retail spaces
- Rock and Insect Shops

### **7. Event Spaces:**

- Multi-purpose event venues
- Community gathering spaces
- Outdoor event spaces

### **8. Educational Institutions:**

- Art schools
- Cultural studies programs
- Culinary arts schools or workshops
- Workshops and classes

### **9. Media and Publishing:**

## Exhibit A

- Independent bookstores
- Literary magazines or publishers

### **10. Creative Technology Hubs:**

- Virtual reality (VR) or augmented reality (AR) studios
- Tech incubators for creative industries
- Digital art galleries
- Gaming Cafes'

### **11. Community Centers:**

- Spaces for community events and meetings
- Workshops and classes for all age groups

### **12. Vintage and Antique Shops:**

- Vintage clothing stores
- Antique furniture and decor shops
- Collectibles and memorabilia stores

### **13. Fashion Boutiques:**

- Boutiques showcasing local designers and fashion artists
- Concept stores with a unique blend of fashion and art
- Clothing stores promoting cultural attire and accessories
- Ethnic and cultural fashion boutiques

### **14. Home Decor and Design Stores:**

- Interior design shops featuring unique and artistic home decor items
- Design studios offering custom pieces

### **15. Music and Record Stores:**

- Vinyl record shops
- Music merchandise stores

### **16. Lifestyle and Wellness Shops:**

- Centers that promote health and wellness
- Spa and Beauty
- Yoga and Meditation Studios

### **17. Concept Stores:**

- Stores with a unique concept that combines art, culture, and retail
- Collaborative spaces hosting various brands and creators

### **18. Kids and Family-Friendly Shops:**

- Educational toy stores
- Family-friendly art and craft shops
- Hobby Shops

### **19. Tourism and Visitor Centers:**

- Information centers promoting local culture
- Walking or biking tour services
- Cultural tourism initiatives



## REDEVELOPMENT AGENCY OF MIDVALE SUMMARY REPORT

September 2, 2025

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**SUBJECT:** Consider Resolution 2025-08RDA approving Amendments to the Midvale Main Adaptive Reuse Loan Program

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**ITEM TYPE:** Action

**SUBMITTED BY:** Aubrey Ruiz, RDA Program Manager

### **SUMMARY:**

#### History:

The Adaptive Reuse Loan Program was originally adopted in 2024 after Agency Staff recognized that the Midvale Main Business Loan only catered to business owners. After processing and approving one loan application under this program, Agency staff have identified the need to provide greater clarity regarding collateral requirements based on the loan amount requested.

Under both the original program guidelines, collateral requirements are stated as a range between 60% and 80%. To better protect the City's financial interests, staff recommends standardizing this requirement at the higher end of the range—specifically, at 80%, as referenced in the current documentation.

Throughout the review period of past applications, Agency staff and the Loan Committee have consistently requested collateral at the higher end of percentage of collateral required. To make expectations clearer for applicants, it would be more effective to require the higher collateral upfront. After careful consideration, both Agency staff and the Loan Committee agree that approving loans with lower collateral coverage introduces an undue financial risk and is not in the best interest of the City.

This recommendation aims to strengthen the program's fiscal responsibility and ensure long-term sustainability.

#### Major Program Amendments:

##### **Collateral:**

- Minimum Collateral Available: 80% of requested loan amount.



- Available Collateral Categories: Commercial Real Estate, Personal Real Estate, Personal Property, and Equipment. All other forms of available collateral will be reviewed on a case-by-case basis.

**Fiscal Impact:**

N/A

**Recommended Motion**

I move that we suspend the rules\* and adopt Resolution No. 2025-08RDA approving amendments to the Midvale Main Adaptive Reuse Loan Program.

*\* It is necessary to suspend the rules because this amendment will help to clarify the final terms of new loans.*

**Attachments:**

Resolution No. 2025-08RDA  
Amended Midvale Main Adaptive Reuse Loan Program (Red lines)

**THE REDEVELOPMENT AGENCY OF MIDVALE CITY  
RESOLUTION NO. 2025-08RDA**

**A RESOLUTION APPROVING THE MIDVALE MAIN  
ADAPTIVE REUSE LOAN PROGRAM**

**WHEREAS**, the Redevelopment Agency of Midvale City (“Agency”) was created to transact the business and exercise the powers provided for in the Utah Redevelopment Agencies Act; and

**WHEREAS**, on November 17, 2015, the Agency adopted Resolution 2015-13RDA approving the CDA Project Area Plan for the Midvale Main Street CDA Project Area; and

**WHEREAS**, on October 6, 2020, the Agency adopted Resolution 2020-11RDA adopting the Main Street Community Development Area Budget; and

**WHEREAS**, the on January 16, 2024, the Agency adopted Resolution 2024-02RDA approving the Main Street Revolving Adaptive Reuse Program (the “Program”); and

**WHEREAS**, The Program seeks to incentivize the desired development and improvements through low interest loans to activate and revitalize Midvale’s Main Street area; and

**WHEREAS**, The Agency acknowledges the need for gap funding by property owners to address the substantial costs associated with the adaptive reuse of many historical buildings, transforming them into usable shells for tenants.

**WHEREAS**, funds available in the amount of \$1,500,000 were loaned from the Bingham Junction Project Area to the Main Street Project Area to be utilized as loans for eligible applicants and upon completion of the program, will be repaid to the Bingham Junction Project Area.

**WHEREAS**, the Agency believes that the Amended Midvale Main Adaptive Reuse Loan program will help facilitate the revitalization of the Main Street Project Area.

**NOW THEREFORE BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF MIDVALE CITY**, that the Board of Directors does hereby authorize the Chief Administrative Officer and Executive Director to implement the Midvale Main Adaptive Reuse Loan Program as amended to promote and incentivize the redevelopment of Midvale City’s Main Street.

**Passed and Adopted by the Board of Directors of the Redevelopment Agency of Midvale City, State of Utah, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.**

\_\_\_\_\_  
Dustin Gettel,  
Chief Administrative Officer

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Matt Dahl  
Executive Director

ATTEST:

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Rori L. Andreason, MMC  
Secretary

Voting by the RDA Board:	“Aye”	“Nay”
Bonnie Billings	_____	_____
Paul Glover	_____	_____
Heidi Robinson	_____	_____
Bryant Brown	_____	_____
Denece Mikolash	_____	_____



## Redevelopment Agency of Midvale City Midvale Main Adaptive Reuse Loan Program

### I. Purpose

**The (RDA) Midvale Main Adaptive Reuse Loan Program's** purpose is to encourage and promote the reuse and revitalization of existing buildings within the Main Street Project Area. The objective is to facilitate transformative development that preserves the past while contributing to the economic vitality of the Main Street Project Area. This is achieved by making loans available to property owners within Midvale's Main Street Project Area. Eligible property owners must demonstrate their commitment to creating a sense of place within the Main Street project area by shaping redevelopment, enhancing arts and culture, preserving and celebrating history, and providing or supporting spaces for people to gather and recreate.

### II. Eligibility

1. Applicant must own or be purchasing property within Midvale's Main Street Project Area.
2. Property taxes, and special assessments must be current, with no judgments or liens outstanding against the applicant(s).
3. The applicant must provide sufficient evidence of their capabilities to successfully complete the project.
4. The applicants' credit history must demonstrate prompt payment of past obligations.
5. Must demonstrate that the requested loan is necessary for the project to succeed and that the request is reasonable.
6. Minimum Eligibility: To be considered for a loan the project must score a minimum score of 25/40 in meeting four key public benefit criteria of Economic Impact, Public Amenity, Beautification, and Street Activation. These criteria are found in the chart below in Section V.
7. Public Benefit Incentive: A reduction to the standard interest rate is available for projects that receive more than the minimum score in meeting any combination of criteria in the Public Benefit Criteria Chart found in Section V. For every 3 points earned over the minimum score required, a project is eligible to receive a rate reduction of .25% from the standard interest rate, with a minimum interest rate of 1%. For each interest rate reduction received, compliance and reporting requirements will be triggered to ensure that public benefit criteria are being met.
8. Public Benefit Projects: Projects that provide a substantial public benefit to the street are eligible for 0% interest loans.

- a. Loans under \$25,000 must meet the minimum eligibility requirement, have a minimum score of 35 points under the public benefit criteria and must receive a full score in the areas of 1) Economic Impact and 2) Street Activation.
- b. Loans over \$25,000 must meet the minimum eligibility requirement, have a minimum score of 55 points under the public benefit criteria and must receive a full score in the areas of 1) Economic Impact, 2) Historic Character, 3) Beautification and 4) Street Activation.

### **III. Loan Types & Use of Funds**

#### **1. Loans for Physical Improvement and Real Estate Purchases Under \$25,000**

- a. Land and building acquisition.
- b. Building construction and renovation (with restrictions).
- c. Façade improvements: signage, building, and landscaping (restrictions apply).
- d. Energy and equipment upgrades and building retrofits.
- e. To get building/business in compliance with all applicable Midvale City building codes and ordinances.

#### **2. Loans for Physical Improvement and Real Estate Purchases Over \$25,000.**

- a. Land and building acquisition.
- b. Building construction and renovation (with restrictions).
- c. Façade improvements: signage, building, and landscaping (restrictions apply).
- d. Energy and equipment upgrades and building retrofits.
- e. To get building/business in compliance with all applicable Midvale City building codes and ordinances.

**\*RDA funds cannot be used for the refinancing of existing debt.**

### **IV. Terms**

#### **1. Loans for Physical Improvement and Real Estate Purchases Under \$25,000**

- a. Loan Amount: Loan will provide up to \$25,000.
- b. Loan Term: 6 months to 5 years. Loan may be prepaid, in part or whole, at any time without penalty but may not be transferred.
- c. Background Check: Required.

d. Credit Score: No minimum. (Credit scores determine loan amount, interest rate, and collateral %).

e. Collateral: Must have 100% minimum of available collateral.

f. Available Collateral:

- Commercial Real Estate
- Personal Real Estate
- Personal Property
- Equipment
- Other forms of collateral will be considered on a case-by-case basis

~~e.~~

f.g. Default: Defaulting on the loan will result in the loss of collateral.

g.h. Easement: An easement will be placed on the property until the loan is paid in full.

h.i. Personal Guarantee: Must have a personal guarantee from all owners with over 20% equity in the property or project.

i.j. Base Interest Rate: US Prime Rate (- Public Benefit Score Reduction, if applicable)

## **2. Loans for Physical Improvement and Real Estate Purchases Over \$25,000**

a. Loan Amount: Loan will provide up to \$250,000.

b. Loan Term: 6 months to 7 years. Loan may be prepaid, in part or whole, at any time without penalty but may not be transferred.

c. Background Check: Required.

d. Credit Score: Minimum Credit Score of ~~640~~-640.

e. Collateral: Must have 100% available collateral.

f. Available Collateral:

- Commercial Real Estate
- Personal Real Estate
- Personal Property
- Equipment
- Other forms of collateral will be considered on a case-by-case basis

~~e.~~

f.g. Default: Defaulting on the loan will result in the loss of collateral.

g.h. Easement: An easement will be placed on the property until the loan is paid in full.



~~h.i.~~ Base Interest Rate: US Prime ~~Rate~~ ~~(Rate~~ (- Public Benefit Score Reduction, if applicable)

~~h.j.~~ Loan to Value Ratio: 85% of the property value or project expense.

~~j.k.~~ Personal Guarantee: Must have a personal guarantee from all owners with over 20% equity in the property or project.

~~k.l.~~ Must be approved by the Midvale Redevelopment Agency Board.

~~l.m.~~ Appraisal and Title report are required prior to loan authorization. Staff may waive this requirement if they find that the provided information is sufficient.

All Loan terms in this section are standard; however, they can be negotiated with staff but will require approval by the Redevelopment Agency Board.

#### V. Public Benefit Criteria

Public Benefit	Description	Criteria	Score
Economic Impact	To foster redevelopment, neighborhood services, and locally-owned businesses.	The project will catalyze economic impacts through one or more of the following: <ul style="list-style-type: none"><li>• The project will remove blight through the rehabilitation/replacement of a vacant and distressed building;</li><li>• The project will provide a space that caters to complementary service and/or business that falls under the desired business categories* and are currently lacking in the Main Street Project Area;</li></ul>	___/10

		<ul style="list-style-type: none"> <li>• The project will provide a venue or useable space for events; or</li> <li>• The project will prioritize space for locally-owned business that fits within the desired business categories*.</li> <li>• The project will provide space for new local restaurants or similar businesses. Additional points will be given for projects that provide outdoor/rooftop dining or unique dining experiences.</li> </ul> <p><i>*The Midvale Main Desired Business Categories is attached as Exhibit A</i></p>	
<b>Public Amenities</b>	To promote community amenities that provide opportunity for social interaction, support cultural events, promote neighborhood identity, and reinforce neighborhood character.	<p>The project includes one or more of the following public amenities that reinforces neighborhood character and scale:</p> <ul style="list-style-type: none"> <li>• The project includes a significant usable open space, public walkways, gathering spaces or other publicly accessible amenity;</li> <li>• The project includes a significant public art amenity.</li> </ul>	___/10
<b>Historic Character</b>	To promote the historic character of the Project Area or the individual building.	<ul style="list-style-type: none"> <li>• The project will introduce significant architectural elements, signs, and styles that fit the historic look and feel of Midvale Main.</li> <li>• This project focuses on maintaining, rehabilitating and/or recreating both internal and external historical characteristics that currently exist or</li> </ul>	___/10

		would have existed from the period in which the building was built.	
<b>Beautification</b>	To promote the beautification and character through strategic improvements that will further the look and feel that is already established within the Main Street Project Area.	The project will promote a sense of place and will help to maintain the desired look and feel of the Main Street Project Area. This will incorporate building improvements that are not historic, including building façade improvements, street or walkway improvements, and art installations or murals, to provide a cohesive, unique and historic feeling.	___/10
<b>Educational or Arts-Based Business</b>	To create social impact by providing residents and guests with educational opportunities and arts-based programming.	The project will preserve, create, or repurpose a building in order to offer arts-based programming and/or a space for educational opportunities.	___/10
<b>Street Activation</b>	To promote businesses that can attract active patronage to the area.	The project can demonstrate their ability to attract (#) number of patrons, visitors, and guests to the Main Street Project Area on a regular basis and has established hours that are patron- and visitor-friendly including weekends and evenings.	___/10
<b>Sustainability</b>	To promote a built environment that assists with protecting resources and promoting greater resiliency.	The project demonstrates a commitment to an industry-recognized certification program including, but not limited to, Passive House, Energy Star, LEED, and Enterprise Green Communities programs.	___/10

<b>Architecture &amp; Urban Design</b>	To promote high quality and enduring architecture, developments, public spaces and neighborhoods.	The project will participate in a more thorough design review allowing the further refinement of design. Design review will promote developments that are constructed with high-quality materials, respond to the surrounding context, provide a significant architectural contribution, and enhance the public realm.	___/10
<b>Affordable Housing: AMI Targets*</b>	To expand the stock of affordable housing to low-income households.	<p>The project meets one of the following standards:</p> <ul style="list-style-type: none"> <li>• 20% of the units of a project occupied by tenants with annual income of 50% or less of the AMI; or</li> <li>• 40% of the units of a project must be occupied by tenants with annual income of 60% or less of AMI.</li> </ul> <p>*This criterion cannot be applied if the applicant is participating in the Upper Floor Housing Program.</p>	___/10

## V. Loan Process

1. Download Part A of the Application and submit the completed application to the Redevelopment Agency Program Manager at [kandrus@midvale.com](mailto:kandrus@midvale.com). The preliminary review generally takes 10 business days.
2. If Part A Application is approved, please proceed to Part B of the Application and submit the completed application along with the non-refundable application fee of \$75.00 and the documents listed on page 10 of the Part B Application. *Acceptance of Part B Application does not constitute loan approval.*
3. Email the RDA's Executive Assistant at [rda@midvale.com](mailto:rda@midvale.com) or call 801-567-7211 to set up a time to review the completed application.
4. Once reviewed by the RDA Staff, you will schedule a meeting where you will present about your business and answer any outstanding questions. RDA staff will evaluate the loan application based on Section VII and the following criteria:
  - ☐ Is the request for funds in accordance with RDA Loan Program Guidelines?
  - ☐ Is the project financially feasible to complete development?

- ☐ Are there any undue financial benefits to the applicant, or is the owner's projected return on equity unreasonably high?
- ☐ Are the capital sources for financing identified and reasonable?
- ☐ Are RDA funds necessary and appropriate to the development?
- ☐ Are the developer's capabilities and strength of collateral identified and reasonable?

5. The RDA will evaluate your loan, and in 5-7 business days you will be notified of the decision by email.

*\*\*\* The loan process can take several months depending on the completeness of the application and the Loan Committee's availability. \*\*\**

## **VII. Loan Evaluation**

### **Evaluation:**

The loan evaluation will be based on an applicant's credit history, ability to repay the loan, management ability, business experience, public benefit, the description for use of funds, and factors in Subsection V.

### **Lender Participation:**

The RDA encourages participation of private lending institutions and looks favorably at providing funds to fill the gap between the owner's equity and conventional financing. The RDA may subordinate its security interest to the private lender.

### **Guarantors Required for Loans over \$25,000:**

Loans must be guaranteed by the business and personally by the borrower and personal guarantors (all owners with 20% equity or more in the business are required to be a guarantor). RDA director may waive personal guarantees in cases of unique corporate structures. *Personal guarantors are liable to pay back the outstanding balance of the loan after the liquidation of collateral to the RDA.* Staff may request additional forms of guarantee depending on the application as deemed reasonable and necessary by RDA staff.

## **VIII. Required Documents**

The following financial documentation is required for loan consideration. Please submit copies electronically and keep the original documents.

### **Financial Attachments**

- Sources and uses
- Detailed development budget based on qualified bids

- Operating pro forma, updated
- Signed credit report authorization form for each owner/loan guarantor
- Signed personal financial statements for each owner/loan guarantor
- Last three years of signed IRS filings for each owner and loan guarantor
- Verification of other financing sources (letter of commitment, etc.)
- Verification of mortgage or trust deed
- Credit Score Report
- Verification of deposits (if applicable)

#### Business Attachments:

- Articles of incorporation
- Business ~~License~~ License (if applicable)
- Current list of board of directors (if applicable)
- Resume for each owner and loan guarantor
- Letters of interest from prospective tenants (if applicable)
- List of business obligations

#### Collateral Attachments:

- Collateral Attachments:
- Appraisal report - for real estate proposed as collateral
- Preliminary title report - for real estate proposed as collateral
- Letter of credits proposed as collateral
- Authorized statement of account - for pledge accounts proposed as collateral

#### Construction Attachments:

- Construction and design documents (include architectural rendering of the building, site plan, building elevation, floor plans, and materials list)

- Status of permit/planning process, zoning approval, etc. (if applicable)



## REDEVELOPMENT AGENCY OF MIDVALE SUMMARY REPORT

September 2, 2025

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**SUBJECT:** Consider Resolution No. 2025-09RDA approving Change Order No. 1 in relation to the Design-Build Agreement with Mountain States Lighting.

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**ITEM TYPE:** Action

**SUBMITTED BY:** Kate Andrus, RDA Director

### **SUMMARY:**

On March 26, 2024, the RDA Board awarded a contract to J. Lyne Roberts & Sons for the construction of a Food Truck Plaza within the City Hall campus. The scope of work included the procurement and installation of four streetlight poles along the north end of Main Street.

Shortly after construction began, the RDA Board entered a design-build contract with Mountain States Lighting for the design and installation of new streetlights and festival lights along the remainder of Midvale Main Street.

To ensure a cohesive design for all streetlights along Main Street, RDA staff coordinated with J. Lyne Roberts & Sons to have Mountain States Lighting perform the design and installation services for the streetlights associated with the Food Truck Plaza project.

As a result of this change, J. Lyne Roberts & Sons issued a credit for the services that would have been provided by their electrical subcontractor. Mountain States Lighting subsequently submitted a change order to reflect the addition of the four streetlights installed under their contract.

RDA staff is now presenting this change order to the RDA Board for approval, as it exceeds the \$100,000 threshold requiring Board authorization.

### **Fiscal Impact:**

If approved, this change order will increase the overall project budget for the Main Street Lighting Design-Build contract by \$117,800, raising the total cost from \$1,152,255 to \$1,270,055. The additional funding will be sourced from the Bingham Junction Project Area. The improvements associated with the City Hall project, including the installation of these streetlights, provide a direct benefit to the Bingham Junction Area.



## **Recommended Motion**

I move that we suspend the rules\* and adopt Resolution No. 2025-09RDA, approving Change Order No. 1 related to the Design-Build Agreement with Mountain States Lighting.

\*These streetlights were installed last fall, however there was a delay in processing this change order due to coordination between the two projects. As a result, agency staff would like to pay Mountain States Lighting for their services as soon as possible

## **Attachments:**

Resolution No. 2025-09RDA  
Mountain States Lighting Change Order No. 1

**THE REDEVELOPMENT AGENCY OF MIDVALE CITY  
RESOLUTION NO. 2025-\_\_ RDA**

**A RESOLUTION APPROVING CHANGE ORDER NO. 1 IN RELATION TO THE  
DESIGN-BUILD AGREEMENT WITH MOUNTAIN STATES LIGHTING**

**WHEREAS**, the Redevelopment Agency of Midvale City (“Agency”) was created to transact business and exercise the powers provided for in the Utah Redevelopment Agencies Act; and

**WHEREAS**, on March 26, 2024, the Agency awarded a contract to J. Lyne Roberts & Sons for the construction of a Food Truck Plaza, which included the procurement and installation of streetlights along the north end of Main Street; and

**WHEREAS**, on June 18, 2024, the Agency Board awarded a design-build agreement to Mountain States Lighting for the design and installation of new streetlights and festival lights along the remainder of Midvale Main Street; and

**WHEREAS**, to ensure a cohesive and unified design for all streetlights along Main Street, Agency staff coordinated with J. Lyne Roberts & Sons to have Mountain States Lighting perform the design and installation services for the streetlights associated with the Food Truck Plaza project; and

**WHEREAS**, Mountain States Lighting submitted a change order to reflect the addition of the four streetlights installed under their contract; and

**WHEREAS**, funding for the change order will be sourced from the Bingham Junction Project Area;

**NOW, THEREFORE, BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF MIDVALE CITY** that the Board of Directors hereby authorizes the Chief Administrative Officer and Executive Director to approve Change Order No. 1 related to the Design-Build Agreement with Mountain States Lighting.

**Passed and Adopted by the Board of Directors of the Redevelopment Agency of Midvale City, State of Utah, this 2<sup>nd</sup> day of September, 2025.**

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Dustin Gettel,  
Chief Administrative Officer

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Matt Dahl  
Executive Director

ATTEST:

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Rori L. Andreason, MMC  
Secretary

Voting by the RDA Board:	“Aye”	“Nay”
Bonnie Billings	_____	_____
Paul Glover	_____	_____
Heidi Robinson	_____	_____
Bryant Brown	_____	_____
Denece Mikolash	_____	_____



# Mountain States Lighting

**P.O. Box 449, Conifer, CO 80433**  
**(303) 838-4430**

To: Kate Andrus	Proj: MIDVALE MAIN STREET PLAZA CHNG ORD  Bid Date: 01/08/25
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## Remarks:

Qty	Type	Mfg	Description	Unit Price	Extd.Price
1		MSLU	Type C Decorative Streetlight Assembly	9340.00	\$9340.00
3		MSLU	Type C Decorative Streetlight Assemblies	9340.00	\$28020.00
			with provisions for string light holders		
			(string Lighting by others).		
				9340.00	
1		MSLU	Type C Decorative Streetlight Assembly		
			with duplex GFI receptacle with in-use cover.		
			(string Lighting by others).		
1			Traffic Safety	935.00	\$935.00
5		MSLU	Concrete Foundations per struct eng & anchor bolts	2800.00	\$14000.00
5		MSLU	Vac Truck	520.00	\$2600.00
5		MSLU	Traffic In-Ground Boxes with fusing & squids	650.00	\$3250.00
1		MSLU	Underground boring & trenching	5700.00	\$5700.00
1		MSLU	Conduit, wire, connections, man hours to make	53955.00	\$53955.00
			a complete and operable streetlighting as part of		
			the plaza		
			Total ====		\$117800.00

F.O.B. Per Mfg	Terms: Standard	Lead time: Various
Prices firm for entry by: 30 days	Shipment by:	
Printed 07/23/25 15:10:04	Per:	