



## REDEVELOPMENT AGENCY MEETING

### *Minutes*

Tuesday September 2, 2025

Council Chambers  
7505 S Holden Street  
Midvale, Utah 84047

**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; Charlie Cressall, Deputy City Recorder; Garrett Wilcox, City Attorney; Mariah Hill, Administrative Services Director; Adam Olsen, Community Development Director; Laura Magness, Communications Director; Glen Kennedy, Public Works Director; Aubrey Ruiz, RDA Project Manager; Kate Andrus, Economic Development Director; Wendelin Knobloch, Planning Director; Chief April Morse, UPD; and Juan Rosario, Systems Administrator.

Chair Gettel called the meeting to order at 8:16 p.m.

**I. GENERAL BUSINESS**

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

**II. PUBLIC COMMENTS**

There was no one who desired to speak.

**III. CONSENT AGENDA**

**A. CONSIDER MINUTES OF AUGUST 5, 2025**

**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	Aye
Board Member Heidi Robinson	Aye

**The motion passed unanimously.**

**IV. ACTION ITEM**

**A. CONSIDER RESOLUTION NO. 2025-07RDA APPROVING AMENDMENTS TO THE MIDVALE MAIN BUSINESS LOAN PROGRAM.**

Aubrey Ruiz said 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.



## Redevelopment Agency of Midvale City

### Amendments to Midvale Main Business Loan Program

## Program Amendments

The terms and conditions of these programs have been modified to ensure greater protection of the RDA's investments into these projects. These include:

- Specified collateral requirements.
- Greater insight into background of owners/operators.

## Proposed Amendments Cont.

Collateral specifications will ease the application process for business owners and allow for a quicker processing timeline. Business owners having the expectations clearly outlined, prior to application, will allow for proper collateral proposal. A more in-depth examination of the personnel involved in the business will safeguard public funds.

### **Updated collateral requirements:**

- Collateral must equate to a minimum 80% of requested loan amount.
  - No loans have been approved at a lower percentage to date.
- 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.

### **Updated background check requirements:**

- Applicant must provide BCI Report for all Owners AND Managers.

## Fiscal Impact

No fiscal impact in relation to these amendments.

**MOTION:** Board Member Heidi Robinson **MOVED** to Suspend the Rules and adopt **RESOLUTION NO. 2025-07RDA** Approving Amendments to the Midvale Main Business Loan Program. The motion was **SECONDED** by Board Member Paul Glover. Chair Gettel called for discussion on the motion. There being none he called for a roll call vote. The voting was as follows:

<b>Board Member Heidi Robinson</b>	<b>Aye</b>
<b>Board Member Denece Mikolash</b>	<b>Aye</b>
<b>Board Member Paul Glover</b>	<b>Aye</b>
<b>Board Member Bonnie Billings</b>	<b>Aye</b>
<b>Board Member Bryant Brown</b>	<b>Aye</b>

**The motion passed unanimously.**

**B. CONSIDER RESOLUTION NO. 2025-08RDA APPROVING THE MIDVALE MAIN ADAPTIVE REUSE LOAN PROGRAM**

Aubrey Ruiz said 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 recommended 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.



## Redevelopment Agency of Midvale City

Amendments to  
Midvale Main  
Adaptive Reuse  
Loan Program

### Program Amendments

The terms and conditions of these programs have been modified to ensure greater protection of the RDA's investments into these projects. These include:

- Specified collateral requirements.

## Proposed Amendments Cont.

Collateral specifications will ease the application process for business owners and allow for a quicker processing timeline. Business owners having the expectations clearly outlined, prior to application, will allow for proper collateral proposal.

**Updated collateral requirements:**

- Collateral must equate to a minimum 80% of requested loan amount
  - No loans have been approved at a lower percentage to date.
- 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

No fiscal impact in relation to these amendments.

**MOTION:** Board Member Bonnie Billings **MOVED** to Suspend the Rules and adopt **RESOLUTION NO. 2025-08RDA** Approving Amendments to the Midvale Main Adaptive Reuse Loan Program. 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 Bonnie Billings	Aye
Board Member Heidi Robinson	Aye
Board Member Paul Glover	Aye
Board Member Bryant Brown	Aye
Board Member Denece Mikolash	Aye

The motion passed unanimously.

**C. CONSIDER RESOLUTION NO. 2025-09RDA APPROVING CHANGE ORDER NO. 1 IN RELATION TO THE DESIGN BUILD AGREEMENT WITH MOUNTAIN STATES LIGHTING.**

Kate Andrus said 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.

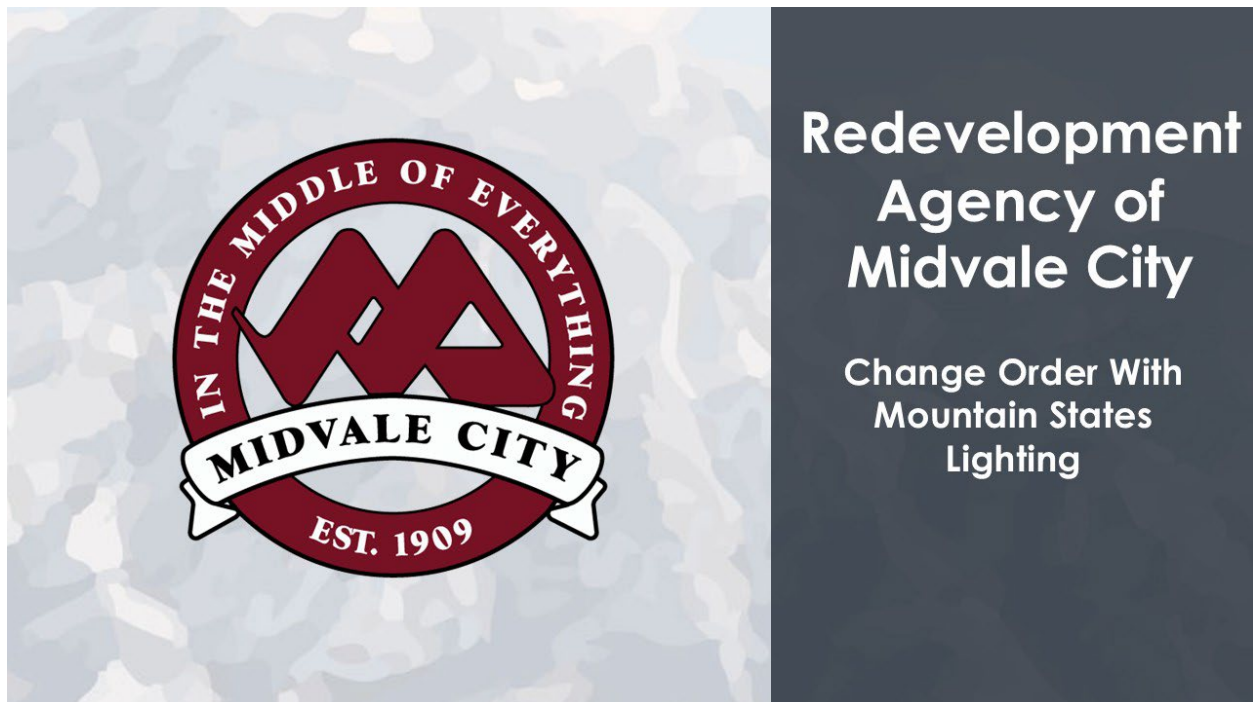
Board Member Bryant Brown asked if this was for the lights that are in front of the building being built now and whether we will have to do another change order or have these already been paid for.

Kate Andrus said yes to the location of the lights and that those were included in the original budget, but they have not been paid for yet. She said they are waiting until they

are sure there won't be any heavy equipment on the sidewalk that could damage the new streetlights.

Board Member Bryant Brown asked if the lights will be up before the end of October, so they are in before the Christmas light up.

Kate Andrus said that the developer is looking for fall occupancy of the building. Mountain States Lighting is ready to go. She said she could talk to them to try and speed things up.



## Background

### Plaza:

**Contract Awarded:** March 26, 2024

**Contractor:** J. Lyne Roberts & Sons (JLR)

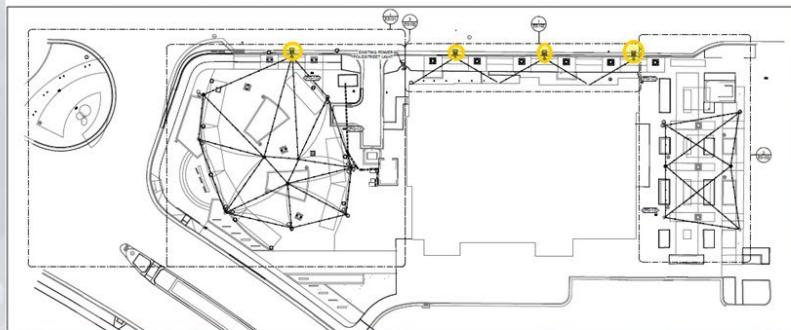
**Scope:** Construction of Food Truck Plaza + 4 streetlight poles (North Main Street)

### Festival and Streetlighting:

**Contract Awarded:** June 18, 2024

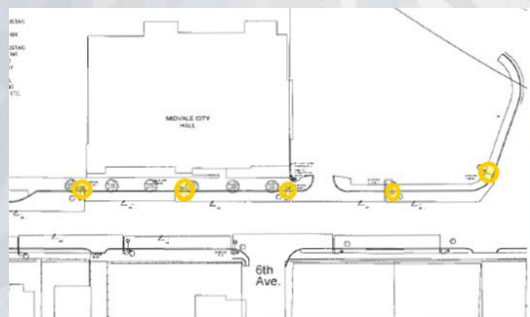
**Contractor:** Mountain States Lighting (MSL)

**Scope:** Streetlights & festival lights for remainder of Main Street



## Design Coordination

- To ensure a cohesive design across all Main Street streetlighting, the RDA coordinated with JLR to have MSL design and install the streetlights on North Main Street.
- As a result:
  - JLR issued a credit for the four streetlights originally included in their scope.
  - MSL submitted a change order to install five streetlights under their contract.



## Fiscal Impact

- This change order requires RDA Board approval, as it exceeds the \$100,000 threshold.
- If approved, the change order will increase the overall 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, as the improvements associated with the City Hall project—including the installation of these streetlights—provide a direct benefit to the Bingham Junction Area.



**MOTION:** Board Member Heidi Robinson **MOVED** to Suspend the Rules and Adopt **RESOLUTION NO. 2025-09RDA** Approving Change Order No. 1 in Relation to the Design Build Agreement with Mountain States Lighting. The motion was **SECONDED** by Board Member Paul Glover. 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 Denece Mikolash	<b>Aye</b>
Board Member Bryant Brown	<b>Aye</b>
Board Member Paul Glover	<b>Aye</b>
Board Member Bonnie Billings	<b>Aye</b>
Board Member Heidi Robinson	<b>Aye</b>

The motion passed unanimously.

### **V. 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 8:31 p.m.



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



Approved this September 16, 2025.