



**REDEVELOPMENT  
AGENCY**

**MEMBERS:**

LEANNE HUFF  
COREY THOMAS  
SHARLA BYNUM  
PORTIA MILA  
SHANE SIWIK  
NATALIE PINKNEY  
CLARISSA WILLIAMS

**EXECUTIVE  
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**City of South Salt Lake Redevelopment Agency  
AGENDA**

Public notice is hereby given that the City of South Salt Lake Redevelopment Agency will hold a meeting on **Wednesday, June 8, 2022**, in the City Council Chambers, 220 East Morris Avenue, Suite 200, commencing at **5:30 p.m.**, or as soon thereafter as possible.

Conducting: Portia Mila

**Opening Ceremonies**

1. Roll Call

**Meeting Minutes**

April 27, 2022

**No Action Comments**

1. Bills, Claims, and Communications
2. Report of the Executive Director

**Public Hearing – 5:30 (Or As Soon Thereafter As Possible)**

To consider adopting the annual budget of the City of South Salt Lake Redevelopment Agency for the period commencing July 1, 2022 to June 30, 2023

1. Randy Sant to present information and answer questions
2. Open Public Hearing
3. Receive Public Comment
4. Close Public Hearing
5. At Conclusion of Discussion by Directors, Motion and Second by Agency Board
  - a. To move action until a future specified meeting date;
  - b. To take final action – Approval of RDA Resolution Adopting the FY 2023 budget

**New Business**

1. Review and Discussion of the Policy regarding the disposal of RDA Owned Property

**Motion for Closed Meeting**

**Adjourn**

Posted June 3, 2022

In accordance with State Statute and RDA Board policy, one or more Board Members may be participating via speakerphone.

Those needing auxiliary communicative aids or other services for this meeting should contact Craig Burton at 801-483-6027, giving at least 24 hours' notice



Voice Vote:

Bynum	Yes
Huff	Yes
Mila	Yes
Pinkney	Absent
Siwik	Yes
Thomas	Absent
Williams	Yes

**No Action Comments.**

**1. Bills, Claims, and Communications.** None.

**2. Report of the Executive Director.** None.

**Public Hearing – 5:30 (Or as soon thereafter as possible)**

To consider adopting the annual budget of the City of South Salt Lake Redevelopment Agency for the period commencing July 1, 2022 to June 30, 2023.

Economic Development Consultant, Randy Sant, reported that nothing has change from the budget that was presented to the Board on April 27, 2022. He reminded everyone that the Redevelopment Agency is a separate independent body. They fund their budget through their own funds for the most part. They do have a contribution that comes over from the City’s General Fund to pay for the bond the RDA issued to by the property where WINCO sets. The operation expenses and other costs are funded through tax increment and some sales revenue that they have from property they sold last year to the Boyer Corporation.

Director Huff opened the public hearing at 5:36 p.m.

There were no comments.

Director Huff closed the public hearing at 5:36 p.m.

Director Mila motioned to move this to the June 15, 2022, RDA meeting.

MOTION: Portia Mila  
 SECOND: Sharla Bynum

Roll Call Vote:

Bynum	Yes
Huff	Yes
Mila	Yes
Pinkney	Absent
Siwik	Yes
Thomas	Absent
Williams	Yes

**New Business**

- 1. Review and discussion of the policy regarding the disposal of RDA owned property.**  
Mr. Sant explained that the RDA, has the ability to set policies. They can adopt current city policies and could also come up with other policies that would affect RDA action.

One thing staff would like to do is put together a policy regarding the disposition of RDA property. The RDA has ownership of a number of parcels of property throughout the city. Some are small, some are a little larger but they don't believe they should be the owner of property. They have a developed a policy that outlines a way they could move forward with disposal.

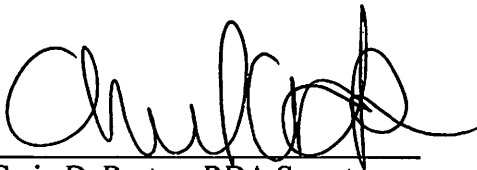
Director Siwik moved to place this on Unfinished Business on the June 15, 2022 meeting.

MOTION: Shane Siwik  
 SECOND: Sharla Bynum  
Voice Vote:  
 Bynum Yes  
 Huff Yes  
 Mila Yes  
 Pinkney Absent  
 Siwik Yes  
 Thomas Absent  
 Williams Yes

Director Mila made a motion to adjourn.

MOTION: Portia Mila  
 SECOND: Shane Siwik  
Voice Vote:  
 Bynum Yes  
 Huff Yes  
 Mila Yes  
 Pinkney Absent  
 Siwik Yes  
 Thomas Absent  
 Williams Yes

The meeting adjourned at 5:41 p.m.



Craig D. Burton, RDA Secretary



Portia Mila, RDA Chair

Arill Andrus



FY 2023

RDA BUDGET NARRATIVE

**REVENUE**

**PROPERTY TAX REVENUE**

The budget includes the anticipated tax increment the agency will receive from the following RDA project areas: West Tech- \$142,934; Market station-\$199,605; Streetcar \$399,739. Total anticipated revenue for the FY23 budget is **\$742,278** . **This represents an increase of \$ 179,000 over the FY 22 budget**

**MISCELLANEOUS REVENUE**

The only miscellaneous revenue we have projected for the FY23 budget is interest from the agency fund balance investment, for FY23 the interest amount is **\$1000**. **This is the same as FY 22**

**OTHER SOURCES OF FUNDS**

The other sources of funds will include a transfer of funds from the general fund to cover the debt service payment for the excise tax bond payment. The expenditure is included in the 'debt service " expenditure account. The requested transfer is **\$1,112,000**. In addition, a transfer from the RDA fund balance in the amount of **\$302,826** will be required to balance the budget. It should be noted, that other than the debt service amount, no other city funds have been requested for operating expense of the RDA. **The fund balance transfer is an increase of \$140,326 over the FY 22 budget**

**OPERATING EXPENSES**

**71-70-111-00 Administrative salaries**

The RDA is a separate Agency of the City and we utilize city staff to assist us in our operational and administrative functions. Therefore, the RDA is charged a percentage of the salaries of these staff members. This is a less expensive cost than hiring additional personal or contracting for these services. The cost for FY 23 is projected to be **\$72,000**. **This represents a decrease of \$20,000 from the FY 22 budget**

**71-70-116-00 Board member salaries**

No board member stipend has been budgeted for FY23

**71-70-150 -00 Employee Benefits**

This is the cost for a percentage of the benefits that are associated with the salary compensation listed above. The estimated amount is **\$30,000**. **This represents a \$1000 increase over the FY 22 budget**

**71-70-210-00 Subscription/memberships:**

The amount requested for FY23 is **\$10,000**. This will include membership fee to the RDA Association, ICSC membership fee, International Economic Development Association fee, and EDCU fee . **This represents a \$8,000 increase over the FY 22 budget.**

#### **71-70-235-00 Travel**

The RDA administration is recommending we reinstate a travel budget for travel and attendance to the ICSC conference or the IEDC conference. The requested amount is **\$7,500** . **This represents an \$7500 increase over the FY 22 Budget**

#### **71-70-243-00 Office Expense**

The amount requested for FY 23 is **\$1,000** .This funding covers office related expenses, include office supplies, copy expenses, mailings, newspaper notices, etc. **This is the same amount as FY 22**

#### **71-70-310-01 Chamber Membership**

The amount requested for FY 23 is **\$5,000**. This is the annual membership fee for the South Salt Lake Chamber of Commerce. **This is the same amount as FY 22**

#### **71-70-310-02 Legislative consulting Fee**

The amount requested for FY 23 is **\$45,000**. This funding covers the cost for the lobbying contract for the city and RDA. **This is the same as FY 22**

#### **71-70-310-03 Economic Development Contract**

The amount requested for FY23 is **\$175,000** . This finding covers the cost for contracted economic and redevelopment services for the city and RDA. Services include management of the RDA, business recruitment services, business retention and liaison services, and assisting the administration and legislative body in economic development related activities . **This represents a \$30,000 increase over the FY 22 Budget**

#### **71-70-310-05 Professional / Technical services:**

The amount requested for FY 23 is **\$175,000**. This funding will cover professional services including the following items: Retail leakage study (\$12,500), Hotel feasibility study ( \$14,500), 2700 South Small area plan ( \$ 65,000), HTRZ application and plan preparation fee ( \$50,000), November 1 report (\$7,500) Strategic plan fee ( \$15,000), other miscellaneous fees for RDA services (\$10,500) . **This represents an increase of \$30,000 over the FY 22 budget.**

#### **71-70-310-07 Miscellaneous**

The amount requested for FY 2020 is **\$2,500** . This would cover expenses that are outside of other line items. **This represents an increase of \$1000 over the FY 22 budget**

#### **71-70-312-00 Community arts support**

The funding requested in this account will be used to support the Arts Council for the annual mural festival and the Craftober festival held in May and October of each year. **The request is for \$10,000 for each festival. This is a new request and has not been funded in the past.**

#### **71-70-314-00 General Legal Services**

Th RDA statute requires costs for legal services to be a separate line item within the RDA budget. This line item is for legal services for general legal services provide to the RDA from our outside legal counsel

for the day-to-day operations of the department. The amount requested is **\$30,000. This is an increase of \$10,000 over the FY 22 budget.**

#### **77-70-315-00 Environmental Legal Services**

These legal services are for any legal costs associated with the collection of our costs associated with the cleanup of the environmental issues on the WinCo development. The agreement with the law firm hired for these services require the agency to cover the first \$100,000 of the legal expense. The estimated amount spent on these services to date is approximately \$70,000. The request for FY 23 is **\$50,000**, to cover the remaining \$30,000 retainer and an additional \$20,000 for anticipated discovery costs. **This represents a \$20,000 increase over the FY 22 Budget.**

#### **71-70-800-00 Sundry Expense**

The amount requested is **\$4,000**. This item covers rare and small expenses of the agency such as luncheons, small fees for applications or permits, and license fees. **This is the same amount as the FY 22 Budget**

#### **71-76-795-00 Increment Distribution to West Tech**

The amount is **\$75,000**, which is the estimated amount of Tax Increment the Agency would be required to disburse to West Tech, if they create the required high paying jobs required under their agreement with the Agency. **This is the same amount as the FY 22 Budget**

#### **71-76-795-10 Increment Distribution to River Front ( 3900 South CRA)**

This disbursement of tax increment is to reimburse the developers of the Riverfront project area for infrastructure and land costs associated with the single-family portion of this development. This increment is from the city portion only, and it is estimated to be **\$85,000. This represents an increase of \$27,000 over the FY 22 budget**

#### **71-76-795-20 Repayment of County TIF**

This is a new account established for FY 2023. Under the interlocal agreement between the county and the RDA for the streetcar CDA, the County is to remit to the RDA 100% of the County tax increment generated within the project area. The agreement allows the RDA to collect 60%, and to return to the county their 40% portion. Based on the County March 31, 2022, report, the 40% portion is **\$102, 826**.

#### **71-76-795-40 Increment Distribution to Zellerbach**

The interlocal agreement between the RDA and the Zellerbach developers requires the RDA to remit to the developers of this project 60% of the tax increment generated each year and received by the RDA. This is estimated to be **\$137,000. This is an increase of \$59,000 over the FY 22 budget.**

#### **71-78-835-00 & 71-78-836-00 Bond payment**

These line items are the annual principal and interest for the bond issued to purchase the property where WinCo is located. The estimated debt service for FY 23 budget is **\$1,110,800 . This is the same as the FY 22 budget.**



**71-80-865-05 Market station repair and Maint.**

The amount of money budgeted in this line item, is to cover the costs associated with the maintenance and cleanup of the state Street property. The RDA has agreed to cover this cost for 1 year or until a building permit is issued for development of this site , whichever one occurs first. The amount requested in the FY 23 budget is **\$20,000. An increase of \$7500 over the FY 22 budget**

**RESOLUTION NO. RDA\_\_\_\_\_**

**A RESOLUTION OF THE SOUTH SALT LAKE CITY REDEVELOPMENT AGENCY  
ADOPTING A REAL PROPERTY DISPOSITION POLICY**

**WHEREAS**, the South Salt Lake City Redevelopment Agency (the “**RDA**”) was created to transact the business and exercise the powers provided for in Utah Code Ann. Title 17C known as the Limited Purpose local Governmental Entities-Community Reinvestment Act (the “**Act**”); and

**WHEREAS**, the Board of Directors of the South Salt Lake Redevelopment Agency (the “**Board**”) desires to formalize policies with respect to the RDA real property disposition, and

**WHEREAS**, the Act grants the RDA powers to sell, convey, grant, gift, or otherwise dispose of any interest in real property and provide for project area development, and

**WHEREAS**, the RDA utilizes real property disposition to implement project area plans and to meet economic development goals of the South Salt Lake City general plan

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE SOUTH SALT LAKE CITY REDEVELOPMENT AGENCY, AS FOLLOWS:**

- 1. Administrative and Approval Process.** Unless otherwise designated herein, the administration and approval process for the disposition of RDA-owned real property shall be conducted in the following manner:
  - a.** The Board shall be provided reports on the status of all RDA-owned real properties, including properties actively being disposed of, as according to the reporting procedures outlined herewith
  - b.** As determined by the RDA Executive Director, RDA-owned real property may be identified as eligible for disposition and authorized to be disposed of according to the Methods of Disposition contained in this policy.
  - c.** If a satisfactory offer is received on an RDA-owned property, and the disposition terms and conditions are approved by the RDA Executive Director, RDA staff shall dispose of the real property pursuant to the RDA’s administrative procedure, unless disposition terms are required to be forward to the Board for consideration and approval of the Sales Price Protocol outlined below.
  - d.** If the disposition requires the approval of the Board, upon approval of the sales price by a majority vote of the Board, real property disposition shall be arranged pursuant to the RDA’s administrative procedures.

- e. The RDA Executive Director may enter into exclusive negotiations, options to purchase, and development agreements on all RDA-owned real property to be disposed of.
2. **Real Property Disposition Scope**. The policy applies to all real property owned by the RDA.
  3. **Reporting**. Unless otherwise specified herein, RDA staff shall provide the Board with information regarding the disposition and status of RDA-owned real properties on an annual basis, by a written report or an oral briefing. The report will include an inventory of all RDA owned real property; address and description of each property; including approximant size, and zoning; description of any interim use occurring on the property; date acquired; disposition status; and approximate timeframe of potentially disposing of the property.
  4. **Methods of Disposition**. Disposition of all RDA-owned real property shall comply with all applicable laws and be conducted in a competitive and transparent manner. Further, disposition methods shall support the RDA and South Salt Lake City objectives as outlined in adopted master plans, project area plans, and other adopted policies. All RDA-owned real property shall be subject to a development agreement or other mechanism to ensure compliance with the intended reuse plan proposed for the property. Unless otherwise specified herein, RDA-owned real property shall be disposed of using the following methods:
    - a. **Competitively Marketed**. The RDA shall competitively market RDA-owned real property to create open, transparent exposure to the marketplace. Methods available to competitively market RDA-owned real property include the following:
      - i. Request for qualifications (RFQ) to competitively market the property through a time-limited qualification-based selection process;
      - ii. Request for proposals (RFP) to competitively market the property through a time-limited project-based selection process;
      - iii. Market property on an open-ended basis to competitively market the property through a listing with a property broker or other through other means of marketing.
    - b. **Exclusively Negotiated**. An exclusively negotiated sale of RDA-owned real property is deemed to be appropriate and effective only if at least one of the following criteria is met:
      - i. The property is landlocked;
      - ii. The sale is to an adjacent property owner(s) to facilitate meeting objectives as defined in a project area plan, or to eliminate costs related to the upkeep of the property;

- iii. The sale is to a non-profit or governmental agency for a community development or public use;
- iv. The sale of property has been competitively offered with no competitive responses received;
- v. The sale of property has previously been used as a public right of way that is no longer required for such purposes;
- vi. The exchange of property is to facilitate redevelopment objectives defined in a project area plan.

5. **Sales Price Protocol.** Unless otherwise specified herein, the RDA shall dispose of RDA-owned real property under the most advantageous terms appropriate for the Circumstances, and shall abide by the methodology outlined as follows:

- a. The sales price of all RDA-owned real property shall be at fair market value as determined by an RDA-commissioned appraisal that is based on an as-is appraisal premise. No Board approval shall be required for a sale at appraised value.
- b. RDA-owned real property may be discounted below fair market value to support the implementation of project area plans, or where it has been determined by a financial analysis, including, but not limited to a gap analysis, that demonstrates the property discount is necessary for the project to succeed. Market conditions, economic trends, costs to maintain RDA-owned real property, and public benefits relating to economic development shall be considered when determining property discounts.
- c. Property discounts are subject to approval by a majority vote of the Board if property is to be sold at a discount rate greater than 25% below the as-is appraised fair market value.

ADOPTED by the South Salt Lake City Redevelopment Agency Board on the \_\_\_\_ day of \_\_\_\_\_, 2022

SOUTH SALT LAKE CITY REDEVELOPMENT AGENCY

\_\_\_\_\_  
Portia Mila, RDA Chair

ATTEST:

\_\_\_\_\_  
Secretary