

MINUTES OF THE
689th MEETING OF THE
BOARD OF DIRECTORS OF THE
REDEVELOPMENT AGENCY OF SALT LAKE CITY
Tuesday, February 8, 2011
451 South State Street, Room 326
Salt Lake City, Utah
2:00 pm

1. [2:14:48 PM](#) Roll Call. The following members of the Board of Directors of the Redevelopment Agency of Salt Lake City were present:

Luke Garrott, Chairperson
Carlton Christensen, Vice Chairperson
Søren Simonsen, Director
JT Martin, Director
Van Blair Turner, Director
Jill Remington Love, Director
Stan Penfold, Director

Also Present:

David Everitt, Chief of Staff
Frank Gray, Director Salt Lake City Community and Economic Development
D.J. Baxter, Executive Director
Justin Belliveau, Deputy Director

Others Attending:

Matt Dahl, Project Manager
Jill Wilkerson-Smith, Project Manager
Travis Pearce, Property Manager
Ed Butterfield, Project Coordinator
Alisia Wixom, Project Coordinator
Ashlie Taylor, Project Area Specialist
Laura Kirwan, Agency Legal Counsel
Crayola Berger, Office Manager
Jennifer Bruno, Salt Lake City Council Office
Bob Springmeyer, Bonneville Research
Steve Erickson, Bonneville, Research
Ben Logue, Tannach Properties
Michael Martin, Olafson II LLC
Leslie Peterson, Utah Symphony and Opera
Melia Tourangeau, Utah Symphony and Opera

2. [2:15:14 PM Briefing by the Staff.](#)

Executive Director Baxter said the Administration has approached the City Council with a request to appropriate funds for a streetcar project manager position and has asked that the RDA consider covering a portion of the cost for this position.

Vice Chairperson Christensen said that because of Executive Director Baxter's background and expertise in the area of streetcars, and because the lines being considered affect RDA project areas, Executive Director Baxter and RDA staff have been working on the streetcar projects. He felt the addition of a streetcar project manager is needed at this time, and that it may be appropriate to have some cost sharing for this position with the RDA for lines that fall within RDA project areas. He felt it was important that the RDA's participation in the costs continue only as long as the work contemplated is within RDA project area boundaries.

Mr. Gray said that the streetcar manger position would be an ongoing commitment by the City. After discussing this proposal with Executive Director Baxter, they both feel that the position could be jointly managed during the time that lines in RDA project areas are considered, but that the employee would be a part of the City's Community and Economic Development department.

Vice Chairperson Christensen asked what portion of the costs would be shared by the RDA. Executive Director Baxter said he felt a 50-50 split would be appropriate based on the level of contribution made to the various RDA project areas. Vice Chairperson Christensen agreed.

Director Simonsen arrives to the meeting.

Chairperson Garrott asked how the RDA Board would be apprised of the work, and what kind of accountability should be put in place. Vice Chairperson Christensen said he felt this could be included in the weekly report currently provided by the RDA. Mr. Gray said such reporting would not be an issue.

Director Martin arrives to the meeting.

The Board discussed the viability of such a position, the partners involved in the streetcar, and policies as they pertain to decisions to be made by the RDA Board, City Council, and the other partners in this project which include UTA and South Salt Lake City.

Board members supported the idea of joint funding of the street car project manager position. Executive Director Baxter stated a budget amendment would be required in order to fund this position in the current fiscal year. Mr. Gray suggested the RDA determine if this will be necessary once the position is filled.

Executive Director Baxter said there is also a question of whether Board members should participate in selection committees for development projects or contracts for services. He felt that this should be a general policy discussion, as well as a specific discussion with regard to the selection committee for the Sugar House streetcar alternatives analysis, land use analysis, circulation, streetscape, and housing study.

Chairperson Garrott asked about the standard procedure for selection committees. Executive Director Baxter said that typically a Board member would not sit on the selection committee for small projects or contracts for services. However, on larger or more prominent items, such as the State Street and Wilmington projects, staff has offered Board members an opportunity to sit on the selection committees and in some cases they have done so. Executive Director Baxter said that selection committees are formed on a project-by-project basis. In addition to asking Board members if they are interested in sitting on the selection committee, staff often includes one or two members of RAC, and, depending on the item being considered, a member of the relevant community. It is important to staff to include committee members who are interested and knowledgeable about the contract or project being considered. Selection committees have also included RDA staff members, City Council staff, and individuals from the Planning Division. He clarified that the RDA staff member managing the process would not be a voting member of the committee.

Vice Chairperson Christensen expressed concern with having a member of the decision making body act as a part of the selection committee. He felt this could be perceived as pre-selection or that they could direct the process in some way. Mr. Everitt agreed, and said that having an individual at two levels of a decision making process could be problematic. He also felt that having a member of the Board on the committee with an RDA staff member may place staff in an awkward position if their preferences differ from those of the Board member. He added that Salt Lake City is currently addressing their procurement policies, and suggested the RDA mirror those.

Mr. Gray said, as a former consultant, when an individual in a political position is a part of a selection process, it is perceived that this individual will have more influence in the process.

A discussion was held regarding selection committees, whether members of the RDA Board should be a part of such committees, and City procurement policies in this regard. Board members suggested that committees be formed based on expertise or background that would be helpful in the selection process of each item being considered, rather than naming individuals to sit on the committees.

Chairperson Garrott called for a straw poll to determine whether a Board member should sit on the selection committee for the Sugar House streetcar alternatives analysis, land use analysis, circulation, streetscape, and housing study. A majority of the Board did not approve of a Board member sitting on this selection committee.

Vice Chairperson Christensen asked that a representative of the community be included on the Sugar House selection committee. Director Simonsen asked if a Board member could sit in an ex-officio position at the selection committee meeting. Vice Chairperson Christensen said he felt such a presence could be problematic.

Executive Director Baxter said staff will forward a list of proposed candidates for the Sugar House selection committee via e-mail for the Board's approval.

3. [3:13:16 PM Approval of the Minutes from the Meeting held December 16, 2010 and January 11, 2011.](#)

Director Penfold made a motion to approve the minutes of the December 16, 2010 and January 11, 2011 meetings. Director Turner seconded the motion. Upon roll call, Chairperson Garrott declared the motion unanimously approved.

4. [3:13:39 PM Report of the Chief Administrative Officer.](#)

There was no report of the Chief Administrative Officer.

5. [3:13:56 PM Public Comments.](#)

Chairperson Garrott called for public comments, there were no public comments.

6. [Redevelopment Business/Routine Matters.](#)
 - A. [3:14:21 PM Open Meetings Training.](#)

Ms. Kirwan stated that this training is the same as given to the City Council earlier this year. She asked if Board members had any questions on the materials.

Director Turner asked for clarification on electronic meetings. Ms. Kirwan clarified that there must be a quorum of the Board at a designated anchor location before a member of the Board could join the meeting electronically. Director Turner questioned the difference between a closed meeting and an executive session. Ms. Kirwan stated the term executive session is no longer used, and that meetings may be closed to the public only for specific reasons as listed in the law.

- B. [3:19:10 PM Biennial Discussion and Recommendation of RAC Assignments for Fiscal Year 2010/2011.](#)

Executive Director Baxter said that twice a year, staff reviews items the Board would like reviewed by the Redevelopment Advisory Committee (RAC) with both RAC and the Board of Directors. RAC reviewed the items earlier this month, and made no changes to the list. Deputy Director Belliveau said RAC did ask that they be given regular updates on the Utah Theater renovation, which is not on their list of items for review. Board members made no changes to the RAC assignments as presented.

- C. [3:22:37 PM Discussion and Recommendation of 2011/2012 Budget Meeting Schedule.](#)

Executive Director Baxter reviewed the schedule. Director Turner asked if staff felt there would be enough funding requests to require the additional meeting listed. Executive Director Baxter said the requests are not due for several weeks, so that is not known at this time.

- D. [3:24:01 PM Presentation of Urban Renewal/Economic Development Housing Study.](#)

Chairperson Garrott recognized Mr. Bob Springmeyer and Steve Erickson with Bonneville Research. Chairperson Garrott said that this study was completed for Salt Lake County to review the investment of redevelopment agency funds for affordable housing by various cities and the County.

Mr. Springmeyer and Mr. Erickson reviewed the study utilizing a power point presentation.

Board members discussed the use of tax increment for affordable housing, budgeting, and possible collaboration between cities or with the county. Mr. Springmeyer cautioned that tax increment must be spent within the area in which it is generated, unless there is a voluntary waiver by the taxing entities.

Mr. Erickson commended the Redevelopment Agency of Salt Lake City for its efforts in supporting affordable housing, and said he felt that this particular RDA's technical expertise could be useful to other smaller agencies that may not have the staff resources and background Salt Lake City has.

E. [3:54:37 PM](#) Board Discussion of Recent Trip to Denver.

Executive Director Baxter utilized a power point presentation to review the items seen during the Board's tour of Denver, CO in December. Board members discussed the tour which included: the Denver Center for Performing Arts, Denver Convention Center Hotel, Cherry Creek North, Taxi Development, Lower Downtown, REI, and the Belmar Town Center, and shared thoughts on how the strengths and weaknesses of these projects could be considered in Salt Lake City's growth.

Director Martin leaves the meeting.

Director Simonsen commented that in speaking with Mr. Ron Straka during the tour, he mentioned that Denver has a strong focus on urban design, and it is codified in their public policies. Director Simonsen felt this is an area on which Salt Lake City needs to focus more attention.

7. Redevelopment Business/Old Business.

- A. [4:45:37 PM](#) Consideration and Adoption of a Resolution of the Board of Directors of the Redevelopment Agency of Salt Lake City Approving an Amendment to the Purchase and Sale Agreement with Tannach Properties L.L.C. For the Development of Agency Owned Property Located at 237-255 South State Street and 241 And 247 Floral Street.

Mr. Dahl recognized Mr. Ben Logue with Tannach properties and reviewed the request for extension before the Board.

Director Love made a motion to adopt the resolution amending the Purchase and Sale Agreement to extend the delivery of final construction documents to April 30, 2011 and outside closing date to May 31, 2011. Director Simonsen seconded the motion. Upon roll call, Chairperson Garrott

declared the motion unanimously approved and the resolution was adopted. Director Martin was not present for the vote.

- B. [4:52:22 PM](#) Consideration of an Extension Request for Olafson II, LLC Property Acquisition Loan.

Mr. Butterfield recognized Mr. Michael Martin with Olafson II, LLC. Mr. Butterfield stated that the loan was written for a two year term and that Olafson is requesting a one year extension based on a possible development opportunity. The Loan Committee recommended approval of the extension.

Director Love made a motion to approve the one year extension request. Director Simonsen seconded the motion. Upon roll call, Chairperson Garrott declared the motion unanimously approved. Director Martin was not present for the vote.

8. Redevelopment Business/ New Business.

- A. [4:53:55 PM](#) Utah Symphony & Opera: Discussion of Change in Loan Agreement Terms.

Chairperson Garrott recognized Ms. Leslie Peterson and Ms. Melia Tourangeau with Utah Symphony and Opera (US&O). Ms. Wilkerson-Smith stated that last summer Ms. Peterson approached the Board with a request for a partial forgiveness of US&O's loan with the RDA. In exchange for the reduction of the principal, US&O proposes to provide a series of concerts at the Gallivan Center. A copy of their proposal was supplied in the briefing materials, along with a budget. Ms. Wilkerson-Smith asked whether Board members would consider the proposal to repay half of the existing loan through in-kind services. She also asked whether there are other types of concerts or events the Board would like US&O to consider in exchange.

Board members expressed support for the exchange and suggested several venues for events.

Director Love made a motion to approve the proposed loan terms in exchange for a series of concerts to be determined by the Board in the future, after staff has had the opportunity to work with US&O in developing a program that will offer a variety of concerts in both size and locations. Director Simonsen seconded the motion. Upon roll call, Chairperson Garrott declared the motion unanimously approved. Director Martin was not present for the vote.

Director Love asked that the Board consider adding a discussion regarding the policy requiring architectural plans before small business loans are considered. Chairperson Garrott said this item would be added to a future agenda.

- B. [5:00:47 PM](#) Consider Adopting a Motion to Enter into a Closed Meeting in Keeping With Utah Code to Discuss Pending Litigation and/or the Acquisition/Disposition of Real Property and/or Attorney-Client Matters That are Privileged, Pursuant to Utah Code Ann. § 78b-1-137(2).

Director Penfold made a motion to enter into a closed meeting for the purposes stated on the agenda. Director Simonsen seconded the motion. Upon roll call, Chairperson Garrott declared the motion unanimously approved. Director Martin was not present for the vote.

Chairperson Garrott stated that upon completion of the closed meeting, the RDA Board of Directors meeting would stand adjourned.

The closed meeting of the Board of Directors of the Redevelopment Agency of Salt Lake City was held at the City and County Building, 451 South State Street, in the Council Chamber conference room at 5:04 p.m. on Tuesday, February 8, 2011.

The following members of the Board of Directors of the Redevelopment Agency of Salt Lake City were present: Luke Garrott, Chairperson; Carlton Christensen, Vice Chairperson; Stan Penfold, Director; Jill Love, Director; Director; Søren Simonsen, Director, and Van Turner, Director.

The following members of the staff of the Redevelopment Agency of Salt Lake City were present: D.J. Baxter, Executive Director; Justin Belliveau, Deputy Director; Laura Kirwan, Legal Counsel; Jill Wilkerson-Smith, Project Manager, Alisia Wixom, Project Coordinator, Edward Butterfield, Project Coordinator; Travis Pearce, Property Manager, and Crayola Berger, Office Manager.

Others present: David Everitt, Salt Lake City Mayors Office; Frank Gray, Director Salt Lake City Community and Economic Development; Jennifer Bruno, Salt Lake City Council Office.

The Board discussed pending litigation and/or the acquisition /disposition of real property and/or attorney-client matters that are privileged.

There being no further business, Chairperson Garrott asked for a motion to exit the closed meeting. Director Turner made a motion to exit the closed meeting and Director Simonsen seconded the motion. Upon roll call Chairperson Garrott declared the motion unanimously approved and the closed meeting was adjourned at 5:35 p.m.

Luke Garrott, Chairperson

This document along with the digital recording constitute the official minutes of the Redevelopment Agency of Salt Lake City Board of Directors meeting held Tuesday February 8, 2011.