

MINUTES OF THE  
742nd MEETING OF THE  
BOARD OF DIRECTORS OF THE  
REDEVELOPMENT AGENCY OF SALT LAKE CITY  
Tuesday, January 14, 2014  
451 South State Street, Room 326  
Salt Lake City, Utah  
2:00 p.m.

1. [2:15:00 PM Roll Call](#). The following members of the Board of Directors of the Redevelopment Agency of Salt Lake City were present:

Stan Penfold, Chairperson  
Kyle LaMalfa, Director  
Luke Garrott, Director  
Erin Mendenhall, Director  
James Rogers, Director  
Lisa Adams, Director

Absent:

Charlie Luke, Director

Also Present:

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

Others Attending:

Matt Dahl, Senior Project Manager  
Jill Wilkerson-Smith, Project Manager  
Ed Butterfield, Project Manager  
Travis Pearce, Property Manager  
Ben Davis, Project Coordinator  
BreAnne McConkie, Project Coordinator  
Kort Utley, Project Coordinator  
Ashlie Easterling, Project Area Specialist  
Clayton Scrivner, Marketing and Communications Coordinator  
Damon Georgelas, Agency Legal Counsel  
Crayola Berger, Office Manager  
Galina Urry, Administrative Secretary  
Jennifer Bruno, Salt Lake City Council Office  
Jeffrey Berke, Garfield, Traub, Swisher  
James Roberts, Redirect Now

Some items were considered in an order different than listed on the agenda, time stamps shown indicate when items were considered.

2. [2:16:04 PM](#) Briefing by the Staff.

Executive Director Baxter said that during the Utah Performing Arts Center (UPAC) update later in the meeting, Board Members will be asked for volunteers to serve on a Subcommittee that focuses on issues concerning UPAC.

Executive Director Baxter said that the RDA will be hosting a community workshop regarding the West Capitol Hill (WCH) 300 West streetscape improvements on January 22 from 7:00 p.m. to 8:00 p.m. at Washington Elementary, located at 420 North 200 West. The discussion will focus on the design of landscape medians and intersection improvements along 300 West from North Temple to 10<sup>th</sup> North. Chairperson Penfold added that the landscape medians and intersection will be the final projects for this project area WCH area.

3. [2:19:00 PM](#) Approval of the Minutes from the Meeting held December 10, 2013.

Director Garrott made a motion to approve the minutes from the December 10, 2013 meeting. Director Adams seconded the motion. Upon roll call, Chairperson Penfold declared the motion unanimously approved. Director LaMalfa was not present for the vote.

4. Report of the Chief Administrative Officer.

There was no report from the Chief Administrative Officer.

5. [2:18:28 PM](#) Public Comments.

Chairperson Penfold called for public comments. There were no public comments.

6. Redevelopment Business/Routine Matters.

A. [2:20:04 PM](#) Election of Chairperson and Vice-Chairperson.

Chairperson Penfold asked whether any of the Board Members would like to serve as Chairperson or Vice-Chairperson of the RDA and invited interested individuals to address the Board. He clarified that the Chair serves a two-year term, and the Vice Chair serves a one-year term.

Chairperson Penfold said he has served one-year as Chairperson. He was elected as Chair after Director LaMalfa resigned to accept the position of City Council Chair last January. He added that he would like to continue to serve for another year to complete the standard two-year term, after which the Board may consider electing another Chairperson. Executive Director Baxter clarified that as Chairperson Penfold completed the balance of Director LaMalfa's term, he is eligible to serve a full two-year term.

Executive Director Baxter asked Board Members to mark the ballots provided for Chairperson. The ballots were tallied with all members present voting for Stan Penfold. Director LaMalfa was not present for the vote.

Director Adams said she would like to serve as Vice Chairperson and felt that it will be an opportunity to learn more about the RDA.

Chairperson Penfold asked Board members to mark the ballots provided for Vice Chairperson. The ballots were tallied with all members present voting for Lisa Adams. Director LaMalfa was not present for the vote.

[4:55:26 PM](#) Chairperson Penfold requested a motion to ratify the election of Chair and Vice Chair. Director LaMalfa made a motion to ratify the vote. Director Mendenhall seconded the motion. Upon roll call, Chairperson Penfold declared the motion unanimously approved.

B. [2:31:21 PM](#) Open Meetings Training.

Mr. Georgelas reviewed the guidelines and provisions of the Open Meetings training as provided in the briefing materials. He said that there was a change in the process to approve minutes for some public bodies, but does not affect the RDA Board. He added that the Open Meetings Law applies to any public body that has a legislative or public action authority such as RAC and the RDA Board.

C. [2:33:25 PM](#) Distribution of RDA Disclosure Forms.

Executive Director Baxter asked Board Members to complete the forms and return them to staff.

[2:33:24 PM](#) Director LaMalfa arrives to the meeting.

D. [4:23:11 PM](#) **Review and Approval of Budget and Goal Setting Process for 2014-2015.**

*The Board is being asked to consider a proposal to modify the RDA's processes for setting goals and preparing its 2014/2015 budget.*

Executive Director Baxter reviewed the background for consideration of the proposed changes, stating that the RDA wants to be as effective as possible, and to measure the impact made while identifying any needed refinements to the processes and approaches. At its core, the RDA's mission is to improve property values and stimulate private investment which will increase tax collection for all the entities that are our partners. He added that the RDA proposes to develop short term (3 to 5 year) Strategic Plans drawn from the existing policies and Master Plans to identify core goals in each project area. These will be utilized to develop an operating plan that can be reviewed annually to assure the RDA is on course. He provided an overview of the proposed modifications to the budget and goal setting process. He felt this approach would be best utilized in all but the CBD and North Temple project areas.

Director LaMalfa suggested that the role of the RDA be extended to include more finance expertise to consider financing options. He felt this expertise could be made available throughout the City. He felt the RDA should add staff to achieve this goal, and commented on the successes in the past with City, RDA, and outside entity partnerships such as the Sugar House Streetcar and UPAC.

Director Rogers asked for a list of the properties owned by the RDA for each project area. Executive Director Baxter said staff will provide him this information.

Board members directed staff to move forward with the proposed processes.

7. Redevelopment Business/Old Business.

A. [2:34:49 PM](#) **Consideration and Adoption of a Resolution of the Board of Directors of the Redevelopment Agency of Salt Lake City Approving the Request for Proposal Term sheets for the Properties Located at 153 West 900 South, 156 West 900 South, 208 West 900 South, 863 South 200 West, and 873 South 200 West and Authorizing the Preparation and Distribution of the Requests for Proposals.**

*The RDA Board will consider adoption of a resolution approving development terms for RDA-owned property in the Central 9<sup>th</sup> neighborhood. If approved, the development terms will be used to prepare marketing materials and guide the selection of developers for the properties.*

Mr. Dahl said staff has prepared Requests for Proposals (RFPs) term sheets for the properties utilizing significant public input, previously approved policy, and staff expertise. The terms include the process for developer selection, as well as a list of preferred uses, massing, and design features. He added that each RFP indicates that all proposals that comply with the recently approved FBUN zoning code will be considered. He said the five properties are: 153 West 900 South (Property 1), 156 West 900 South (Property 2), 208 West 900 South (Property 3), 863 South 200 West (Property 4) and 873 South 200 West (Property 5).

Mr. Dahl reviewed the presentation included in briefing materials, reviewing the background on each of the five properties, as well as the recommended use for each property. He explained that staff is seeking RDA Board approval of the term sheets. If approved, staff will begin marketing the properties in February.

Mr. Dahl explained that a Selection Committee will review the submitted proposals and recommend a first and second-ranked developer to the RDA Board for approval. The Board will also review and consider the terms of the purchase and sale agreement for each property, including any terms or incentives that may be requested by the developer. Director Mendenhall inquired whether the Selection Committee will include members of the Central 9<sup>th</sup> community. Mr. Dahl replied yes.

Director LaMalfa recommended that the Selection Committee be empowered to review and select the developer without returning to the Board for final approval. Chairperson Penfold suggested that the Selection Committee provide a recommendation to the Board for the first

RFP. Should the Board approve the selection, the Committee could be empowered with full approval from that point forward.

Director Garrott asked for a review of the RAC recommendations. Mr. Dahl said RAC suggested that all the RFPs be released at the same time. RAC felt this would result in better proposals as respondents would have an understanding of what was being proposed for each property and it would allow developers to propose on multiple properties at the same time. Director Garrott agreed that all parcels should be released for marketing concurrently.

Director Garrott said that he would like to see an amenity such as a pocket park in the neighborhood for the residents. Board members discussed the existing amenities in the area, and whether a percentage of each parcel should be set aside for a public use. Director Shaw added that there is a plan to add public amenities in this area, although it would not be located on one of these five parcels.

Director LaMalfa recommended that Property 2 be marketed last to allow the community and Selection Committee to determine whether a pocket park or other amenity should be provided on this property. Director Adams agreed.

Director LaMalfa asked whether the Green Warehouse would be demolished. Mr. Dahl said the proposal is to demolish the existing structure when the developer is ready to begin work on the site. He added there is a use on the parcel which will remain in place until the site is developed.

Chairperson Penfold called for a straw poll to determine whether Board members agreed with empowering the Selection Committee to review and approve the proposals without returning to the Board for final approval. A majority of the Board agreed with empowering the Selection Committee to approve the proposals.

Chairperson Penfold called for a straw poll to determine whether Board members preferred releasing the parcels individually as proposed by staff, or concurrently as suggested by RAC. The straw poll was tied 3 to 3.

Chairperson Penfold called for a straw poll to recommend that the uses and preferences for Properties 1-5 be retained, but decoupled from any specific property. A majority of the Board agreed to this recommendation.

Chairperson Penfold called for a straw poll to determine whether Board members preferred marketing Property 2 last to allow the Board and the community to determine whether a public amenity should be included on this property. All members present voted to market property 2 last.

Mr. Dahl clarified that the modification to the resolution would state that the properties will be marketed at staggered intervals, with the Jefferson Corner (Property 2) marketed last, and that uses and preferences for the properties would be retained, but not assigned to a specific property and removed from the list once applied to a property.

[4:00:05 PM](#) Director LaMalfa made a motion to adopt the resolution as modified. Director Garrott seconded the motion. Upon roll call, Chairperson Penfold declared the motion unanimously approved and the resolution was adopted.

B. [4:00:51 PM](#) **Update on the Utah Performing Arts Center project.**

*The project team for the Utah Performing Arts Center will provide an update to the Board on progress at its regularly scheduled meetings. The following topics will be discussed at the upcoming meeting: (1) Public Outreach Update; and (2) Opportunity for Board Member Participation on Project Subcommittee.*

Deputy Director Belliveau recognized Mr. Jeffrey Berke with Garfield, Traub, Swisher and Mr. James Roberts with Redirect. He stated that the UPAC Project Team is working with Children's Media Workshop on an outreach program to the third through sixth grades in the Salt Lake City School District. He added that the program will begin in January 2014. He offered Board Members the opportunity to identify any schools in their district that may benefit from the program.

Mr. Roberts provided a description of the project and presented a video introducing the Children's Media Workshop outreach program.

Director Mendenhall asked Mr. Roberts to provide a list of the schools that would be participating in the outreach program. Mr. Roberts said he would do so and ask Deputy Director Belliveau to distribute it to the Board. He invited the Board Members to attend a workshop and to provide any feedback on the outreach program. Director Mendenhall requested that the Board Members be notified when the Children's Media Workshop outreach program travels to local schools in the Council Members' districts. Chairperson Penfold said staff will also provide updates on the progress of this program.

Vice Chairperson Adams felt that Ensign Elementary would be a good choice for the outreach program, stating that they participate in a Curriculum and Assessment Lab. Director Mendenhall suggested including Hawthorne Elementary, which participates in a similar program.

Deputy Director Belliveau said that the UPAC Subcommittee consists of three Board members. At this time, Director LaMalfa and Chairperson Penfold sit on the Subcommittee and have indicated they would like to continue to serve. Director Christensen held the third position, so at this time the UPAC project team is requesting participation from one Board Member.

Chairperson Penfold asked whether any Board Members would like to serve on the UPAC Subcommittee. Vice Chairperson Adams and Director Mendenhall expressed interest in serving on the subcommittee, Director Mendenhall conceded to Vice Chairperson Adams.

Vice Chairperson Adams inquired whether there will be naming rights for the theater. Chairperson Penfold suggested that staff provide the recently elected Board Members a full background on the history and future plans of the theater.

8. Redevelopment Business/ New Business.

A. 4:55:57 PM **Consideration and Adoption of a Resolution of the Board of Directors of the Redevelopment Agency of Salt Lake City Approving Funding and Terms for the Granary District Adaptive Reuse Matching Grant Program.**

*The RDA Board will consider adoption of a resolution approving the creation of a new loan program that is intended to encourage the adaptive reuse of buildings in the Granary District.*

Mr. Dahl said staff is proposing a loan program intended to encourage the adaptive reuse of existing buildings in the Granary District Project Area. The proposed program will provide assistance to developers that will reduce the economic impact of building code requirements and upgrades for renovations. He said a budget amendment will be required to reallocate funding should the Board approve the program.

Director Garrott made a motion to adopt the resolution. Director Mendenhall seconded the motion. Upon roll call, Chairperson Penfold declared the motion unanimously approved and the resolution was adopted.

9. 4:19:10 PM Consent.

A. **Consideration and Adoption of a Resolution of the Board of Directors of the Redevelopment Agency of Salt Lake City Approving the Reappointment of Robert Cottle and Michael Mahaffey to Four-Year Terms on the Redevelopment Advisory Committee.**

*The Board will vote on the re-appointment of two members of the Redevelopment Advisory Committee whose terms have expired.*

B. **Consideration and Adoption of a Resolution of the Board of Directors of the Redevelopment Agency of Salt Lake City Approving the 2014 Annual Meeting Schedule for the Redevelopment Agency Board of Directors.**

*The Board will adopt the RDA Meeting Schedule for 2014.*

C. **Consideration and Adoption of a Resolution of the Board of Directors of the Redevelopment Agency of Salt Lake City Approving an Extension for a New Construction Loan to Metro Park West Properties, LC.**

*Metro Park West Properties, LC is requesting a 90-day extension of its \$1.8 million loan from the RDA due to a delay in securing primary financing for the project.*

4:22:45 PM Director LaMalfa made a motion to approve the consent agenda items. Director Garrott seconded the motion. Upon roll call, Chairperson Penfold declared the motion unanimously approved.

Director Garrott asked whether Metro Park West has received primary financing. Ms. McConkie said that Metro Park West has received a commitment letter but have not finalized the agreements.

Director LaMalfa suggested that the Board remove or increase the loan ceiling amount that can be approved by the Loan Committee. He expressed concern with the Board's ability to assess the risks and other considerations involved with complex loan documents. Chairperson Penfold acknowledged Director LaMalfa's concerns and said that there will be a Loan Committee discussion at a future Board Meeting.

10. Written Briefings.

A. 4:22:55 PM Status Report on RDA Loan Portfolio.

*Semiannually, staff provides an update to the Board and RAC on the current status of the Agency's loan portfolio.*

Chairperson Penfold asked Board members to contact Executive Director Baxter with any questions on the loan portfolio.

11. Closed Meeting.

A. 5:04:17 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 Garrott made a motion to enter into a closed meeting to discuss matters of property acquisition/disposition; he further moved that at the conclusion of the closed meeting the RDA Board meeting would stand adjourned. Director LaMalfa seconded the motion. Upon roll call, Chairperson Penfold declared the motion unanimously approved

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 5:15 p.m. on Tuesday, January 14, 2014.

The following members of the Board of Directors of the Redevelopment Agency of Salt Lake City were present: Stan Penfold, Chairperson; Lisa Adams, Vice Chairperson; James Rogers, Director; Kyle LaMalfa, Director; Luke Garrott, Director; Erin Mendenhall, 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; Damon Georgelas, Legal Counsel; and Crayola Berger, Office Manager.

Others present: Jennifer Bruno, Salt Lake City Council Office; Margaret Plane, Salt Lake City Attorney.

The Board discussed the acquisition /disposition of real property.

There being no further business, Chairperson Penfold called for a motion to exit the closed meeting. Director Garrott made a motion to exit the closed meeting and Director LaMalfa seconded the motion. Upon roll call Chairperson Penfold declared the motion unanimously approved and the closed meeting was adjourned at 6:05 p.m.



12. Adjournment.

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Stan Penfold, 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 January 14, 2014.