

**Tremonton City Corporation
Redevelopment Agency Meeting
January 3, 2017**

**Meeting to be held immediately following Tremonton City Council Meeting
which is scheduled at 7:00 p.m.
102 South Tremont Street
Tremonton, Utah**

AGENDA

1. Approval of agenda
2. Approval of minutes – November 15, 2016
3. RDA Business:
 - a. Discussion and consideration of approving Resolution No. RDA 17- 01 committing funds to Neighborhood Housing Solutions for either the perpetuation of the Neighborhood Improvement Program or the Single Family Rehabilitation and Reconstruction Grant and Loan Program
4. Reports Regarding Urban Design Services for elements of Main Street
5. Adjournment

Anchor location for Electronic Meeting by Telephone Device. With the adoption of Ordinance No. 13-04, the Board may participate per Electronic Meeting Rules. Those eligible to request participation by electronic means should contact Linsey Nessen, City Recorder, no later than 48 hours prior to the meeting to make arrangements.

Persons with disabilities needing special assistance to participate in this meeting should contact Linsey Nessen no later than 48 hours prior to the meeting.

Notice was posted December 30, 2016, a date not less than 24 hours prior to the date and time of the meeting and remained so posted until after said meeting. A copy of the agenda was delivered to the Leader (Newspaper) on December 30, 2016.

Cynthia Nelson, DEPUTY RECORDER

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TREMONTON CITY CORPORATION REDEVELOPMENT AGENCY November 15, 2016

Board Members Present:

Roger Fridal, Chairman - excused
Diana Doutre, Board Member
Lyle Holmgren, Board Member
Jeff Reese, Acting Chairman
Bret Rohde, Board Member - excused
Lyle Vance, Board Member
Shawn Warnke, Executive Director
Linsey Nessen, Executive Secretary

Acting Chairman Reese called the Tremonton Redevelopment Agency Meeting to order at 7:41 p.m. The meeting was held in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Acting Chairman Reese, Board Members Doutre, Holmgren, and Vance, Executive Director Warnke, and Executive Secretary Nessen.

1. Approval of agenda:

Motion by Board Member Vance to approve the agenda. Motion seconded by Board Member Holmgren. Vote: Board Member Doutre - aye, Board Member Holmgren - aye, Acting Chairman Reese - aye, and Board Member Vance - aye. Motion approved.

2. Approval of minutes – October 4, 2016

Motion by Board Member Doutre to approve the minutes of October 4, 2016. Motion seconded by Board Member Holmgren. Vote: Board Member Doutre - aye, Board Member Holmgren - aye, Acting Chairman Reese - aye, and Board Member Vance - aye. Motion approved.

3. Public Hearing

Acting Chairman Reese called a Public Hearing to order at 7:42 p.m. to consider amending the Annual Budget 2016-2017. There were 2 people in attendance.

- a. Amending the budget entitled “The Redevelopment Agency of Tremonton City Annual Implementation Budget 2016-2017 for RDA District #2 Fund – Downtown and Tremonton West Liberty Foods EDA 172” for the Fiscal Year Commencing July 1, 2016 and ending June 30, 2017

There were no public comments. Acting Chairman Reese closed the Public Hearing at 7:42 p.m.

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4. New Business:

Item 4 a and 4 b were discussed together.

- a. Discussion and consideration of approving Resolution No. 16-12 amending the budget entitled “The Redevelopment Agency of Tremonton City Annual Implementation Budget 2016-2017 for RDA District #2 Fund – Downtown and Tremonton West Liberty Food EDA 172” for the Fiscal Year Commencing July 1, 2016 and ending June 30, 2017

Director Warnke commented this Resolution shows the RDA receiving a capital contribution from the Transportation Capacity Capital Fund for the road project extending from Chadaz Estates to Main Street at 480 West. The Public Realm Enhancement increased to fund the pedestrian activated crossings on Main Street. There were also adjustments to fund Urban Design projects.

Board Member Vance voiced his concern that the money will be spent before the work the Board wants done on Main Street is complete. There is no plan yet. He would like to hurry with the proposal in item 4b. Director Warnke noted the Board has committed to the pedestrian crossings as they have been ordered but they can postpone the road at 480 West if they want.

Director Warnke received a proposal from Soren Simonsen. Mr. Simonsen is an architect, urban designer, and planner. He worked with the City as part of the SDAT (Sustainable Design Assessment Team). Mr. Simonsen was on the City Council and RDA (Redevelopment Agency) for Salt Lake City. Mr. Simonsen proposed putting together a team. Director Warnke noted the Board can accept the proposal and move forward or they can solicit proposals from other companies.

Urban designs are superficial designs that cannot be used for a request for bid. Construction plans have a higher level of detail. There will be additional expense beyond the urban designs to have the engineer do work so it can be put out to bid. This proposal gives the Board an idea of how the streetscape will look.

The Board would like the streetscape to be prioritized first and the rest of the items will fall into place and fit. Board Member Vance would like to give Mr. Simonsen some parameters showing what the Board has in mind so they can be implemented in the drawings. Director Warnke stated that Midland Square is another space to strongly consider as it is an anchor for Main Street. It is the largest public realm on Main Street. Board Member Holmgren wondered if Mr. Simonsen can attend a Work Session so they can give him their input.

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Motion by Board Member Vance to approve Resolution No. RDA 16-12 as far as the street signs go, because they have already been ordered, and that we hold off on the street until we get some type of rendering or drawing design put together. Director Warnke asked for clarification that the funds for the street be removed from the budget at this point. Board Member Doutre would like them left in because it is a very important street. Acting Chairman Reese noted it can be included in the budget but the street can be put on hold until the Board gives approval. **Board Member Vance amended his motion to approve Resolution No. RDA 16-12 to do the six (6) signs, three (3) sets, and implement the street into the budget but not do the work until it comes to City Council again before they proceed with the work.** Motion seconded by Board Member Holmgren. Roll Call Vote: Board Member Doutre - nay, Board Member Holmgren - aye, Acting Chairman Reese - aye, and Board Member Vance - aye. Motion approved.

- b. Discussion and consideration of approving a proposal for urban design services for elements of Main Street

This item was discussed with item 4a above. Manager Warnke wondered if the Board would like to use Mr. Simonsen or go out for other proposals. The Board would like to invite Mr. Simonsen to come to the next meeting. Director Warnke will try to get his qualifications and examples of work to the Board before the next meeting. The Board can review and notify Director Warnke if they would like to continue with Mr. Simonsen.

Motion by Board Member Holmgren to table the approving of the urban design services until we have a Work Session. Motion seconded by Board Member Doutre. Vote: Board Member Doutre - aye, Board Member Holmgren - aye, Acting Chairman Reese - aye, and Board Member Vance - aye. Motion approved.

5. Adjournment

Motion by Board Member Holmgren to adjourn the meeting. Motion seconded by Board Member Doutre. Vote: Board Member Doutre - aye, Board Member Holmgren - aye, Acting Chairman Reese - aye, and Board Member Vance - aye. Motion approved.

The meeting adjourned at 8:03 p.m.

The undersigned duly acting and appointed Executive Secretary for Tremonton City Corporation Redevelopment Agency hereby certifies that the foregoing is a true and correct copy of the minutes for the RDA Meeting held on the above referenced date. Minutes were prepared by Cynthia Nelson.

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Dated this _____ day of _____, 2016.

Linsey Nessen, Executive Secretary

TREMONTON CITY
RDA MEETING
 January 3, 2017

TITLE:	Discussion and consideration of approving Resolution No. RDA 17- 01 committing funds to Neighborhood Housing Solutions for either the perpetuation of the Neighborhood Improvement Program or the Single Family Rehabilitation and Reconstruction Grant and Loan Program
FISCAL IMPACT:	Box Elder County has already committed to provide \$50,000 in match towards either program. Tremonton City would be committing \$50,000 in housing funds generated by the West Liberty Foods EDA Project Area, which funds are restricted for the sole purpose of improving housing for low to moderate income individuals. Tremonton City generates approximately \$225,000 each year in housing funds and in the past has passed a portion of these funds to Bear River Association of Government. I believe BRAG is currently holding well over \$300,000 in housing funds for Tremonton. If this Resolution is approved Tremonton City RDA would authorize BRAG to commit \$50,000 towards this project or commit \$50,000 that the RDA is holding.
PRESENTER:	Shawn Warnke, Executive Director

RECOMMENDATION:

I would recommend that the RDA commit \$50,000 of housing funds to Neighborhood Housing Solutions for either the perpetuation of the Neighborhood Improvement Program or the Single Family Rehabilitation and Reconstruction Grant and Loan Program for the following reasons:

- The County is providing \$50,000 in match funding and Neighborhood Housing Solutions is providing grant funds to maximize the amount of housing improvements that can be done within Tremonton City limits.
- Neighborhood Housing Solutions is providing the administrative staff to manage projects and comply with the requirements of the grant
- These housing projects will benefit approximately 20 new low to moderate income individuals or families within Tremonton City that have legitimate needs for assistance with home improvements
- The \$50,000 worth of funds committed by the RDA are restricted for improving housing for low to moderate income individuals and families.
- There is sufficiently housing funds held in reserve by BRAG and Tremonton City RDA for these housing project. I will report the exact amount at the RDA meeting.

BACKGROUND:

Who: Tremonton City RDA and Box Elder County would contribute \$50,000 each of housing funds. Neighborhood Housing Solutions would secure grant fund along with administrative staff to manage the grant funds and project. Those benefited by the project would be low to moderate income individuals or families within the incorporated limits of Tremonton City.

What & When: Neighborhood Housing Solutions would apply for a grant towards the end of 2017 to perpetuate the Neighborhood Improvement Program. The Neighborhood Improvement Program is grant funding for low to moderate income homeowners for home improvement projects like fixing roofs, windows, etc. If this grant application is unfunded then Neighborhood Housing Solutions would tap the Olene Walker Fund and facilitate a loan/grant program (Single Family Rehabilitation and Reconstruction Grant and Loan Program). The Olene Walker Fund would provide a loan and the County and RDA funds would provide grant funds to less the overall amount that the homeowner would borrow.

Both programs use Trust Deed that are recorded against the property and the grants would only become official if the homeowner stayed within their homes for a 5 year period of time after the project was completed.

Where: All housing improvements for low to moderate income individuals and families would be done in Tremonton City. Neighborhood Housing Solutions and the County is also doing the same program in Brigham City.

Why: Low to moderate income individuals and families own houses in Tremonton City and because of there income levels need assistance with maintaining or improving their houses. The State Legislature has mandated with some of old and new types of tax increment projects areas that the taxing increment be used to address housing issues for low to moderate income individuals and families. This is one of the funding sources that Salt Lake City is using to construct several new homeless shelters.

Tremonton City RDA has funds in reserves for housing projects and the City/RDA's affordable housing plan contemplates undertaking projects such as the ones proposed.

Attachments: None

RESOLUTION NO. RDA 17-01

A RESOLUTION OF THE TREMONTON REDEVELOPMENT AGENCY COMMITTING FUNDS TO NEIGHBORHOOD HOUSING SOLUTIONS FOR EITHER THE PERPETUATION OF THE NEIGHBORHOOD IMPROVEMENT PROGRAM OR THE SINGLE FAMILY REHABILITATION AND RECONSTRUCTION GRANT AND LOAN PROGRAM

WHEREAS, in the past Neighborhood Housing Solutions (formerly known as Neighborhood Nonprofit Housing Corporation) implemented a program referred to as the Neighborhood Improvement Program that makes home improvements to houses that are owned by low to moderate income individuals; and

WHEREAS, in the past the Tremonton City's RDA, through adoption of RDA Resolution No. 13-04 and 16-01, committed housing funds generated by the West Liberty Foods EDA Project Area towards the previously implemented neighborhood improvement program; and

WHEREAS, the last neighborhood improvement program facilitated in Tremonton City by Neighborhood Housing Solutions improved or will improve approximately 40 homes of individuals and families that are low to moderate income; and

WHEREAS, the Tremonton City RDA has deemed this program a success and has appreciated the partnership with Neighborhood Housing Solutions and other partners for facilitating the Neighborhood Improvement Program in Tremonton City; and

WHEREAS, the Tremonton City RDA desires to see the ongoing improvements of homes owned by low to moderate income homeowners; and

WHEREAS, Neighborhood Housing Solutions intends to apply for an additional grant to perpetuate the Neighborhood Improvement Program; and

WHEREAS, the Neighborhood Housing Solutions has already secured from the Olene Walker Housing Loan Fund, funds to facilitate the Single Family Rehabilitation & Reconstruction Program (SFRRP); and

WHEREAS, SFRRP provides financial assistance to low to moderate income homeowners whose homes are in need of rehabilitation or replacement via a low interest loan; and

WHEREAS, Box Elder County has agreed to contribute \$50,000 as granted funds to low to moderate income homeowners that participate in either the Neighborhood Improvement Program or SFRRP to reduce the amount of money that these homeowners would borrow towards their home rehabilitation and reconstruction projects; and

WHEREAS, the *Tremonton City RDA 2013 Moderate Income Housing Plan* envisions using Tremonton City's RDA housing funds generated by the West Liberty Foods EDA Project Area to make home improvements to houses that are owned by low to moderate income individuals in Tremonton City limits; and

WHEREAS, like Box Elder County, the Tremonton City RDA also desires to contribute \$50,000 as granted funds too low to moderate income homeowners that participate in either the Neighborhood Improvement Program or the SFRRP to reduce the amount of money that these homeowners would borrow towards their home rehabilitation and reconstruction projects.

NOW THEREFORE, be it resolved that the Tremonton City RDA commits \$50,000 of housing funds generated by the West Liberty Foods EDA Project Area to match the grant funds and Box Elder County's contribution for either the Neighborhood Improvement Program or for the Single Family Rehabilitation and Reconstruction Grant and Loan Program which makes home improvements to houses that are owned by low to moderate income individuals in Tremonton City limits. It is the Tremonton City RDA's funding preference to perpetuate the Neighborhood Improvement Program pending Neighborhood Housing Solutions securing a grant for this program. However, if there is no granted funds are awarded to Neighborhood Housing Solutions for the Neighborhood Improvement Program the Tremonton City RDA's \$50,000 of committed funds may be used for the Single Family Rehabilitation and Reconstruction Grant and Loan Program.

Further, be it resolved that the Tremonton City RDA's contribution is subject to Neighborhood Housing Solutions being responsible for all financial and administrative responsibilities associated with the grant and housing improvement program in Tremonton City. The Tremonton City RDA authorizes the RDA staff and Neighborhood Housing Solutions staff to finalize administrative details pertaining to the implementation of either the Neighborhood Improvement Program or SFRRP.

Lastly, be it resolved that the Tremonton City RDA contribution is subject to Neighborhood Housing Solutions preparing and delivering to the Tremonton City RDA a report showing the funded projects as requested by the Tremonton City RDA or on annual basis.

Adopted and passed by the Tremonton City RDA on January 3, 2017.

TREMONTON REDEVELOPMENT
AGENCY

Roger Fridal, Chairman

ATTEST:

Linsey Nessen, Executive Secretary