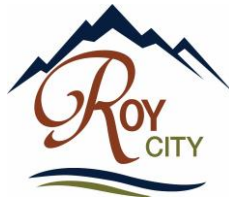


Mayor
Robert Dandoy

City Manager
Matt Andrews



Council Members
Ann Jackson
Diane Wilson
Joe Paul
Randy Scadden
Sophie Paul

ROY CITY RDA BOARD MEETING AGENDA

FEBRUARY 21, 2023 - 5:30 PM

ROY CITY COUNCIL CHAMBERS – 5051 SOUTH 1900 WEST

This meeting will be streamed live on the Roy City YouTube channel.

A. Welcome & Roll Call

B. Consent Items

These items are routine and will be enacted by a single motion. If discussion is desired on any consent item, that item may be removed from the consent agenda and considered separately.

1. June 28, 2022, Roy City RDA Meeting Minutes

C. Action Items

1. Consideration of RDA Resolution 23-1, a Resolution approving the Economic Strategic Plan
2. Consideration of RDA Resolution 23-2, a Resolution approving the Tax Increment Fund (TIF)
3. Consideration of RDA Resolution 23-3, a resolution terminating the Revolving Loan Fund Program and the Relocation Grant Program.

D. Discussion Items

1. Report on meeting with Woodbury; address “Royce” project next to Harmons
2. Report on Letter to Property Owners in the Downtown District

E. Adjournment

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should contact the Administration Department at (801) 774-1020 or by email: admin@royutah.org at least 48 hours in advance of the meeting.

Pursuant to Section 52-4-7.8 (1)(e) and (3)(B)(ii) “Electronic Meetings” of the Open and Public Meetings Law, Any Councilmember may participate in the meeting via teleconference, and such electronic means will provide the public body the ability to communicate via the teleconference. The anchor location shall be the Roy City Council Chambers located at 5051 South 1900 West, Roy Utah.

Certificate of Posting

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted in a public place within the Roy City limits on this 17th day of February 2023. A copy was also posted on the Roy City Website and Utah Public Notice Website on the 17th day of February 2023.

Visit the Roy City Website @ www.royutah.org
Roy City Council Agenda information – (801) 774-1020

Brittany Fowers
City Recorder





ROY CITY
Roy City Council Meeting Agenda
June 28, 2022 – 5:30 p.m.
Roy City Council Chambers
5051 South 1900 West

Minutes of the Roy City Redevelopment Agency Board Meeting held in the City Council Chambers of the Roy City Municipal Building on June 28, 2022, at 5:30 p.m.

Notice of the meeting was provided to the Utah Public Notice Website at least 24 hours in advance. A copy of the agenda was posted.

The following members were in attendance:

Chairman Pro-tem Joe Paul
Board Member Sophie Paul
Board Member Wilson
Board Member Scadden

City Attorney, Andy Blackburn

Excused: Chairman Dandoy and Board Member Jackson

Also present were: City Manager, Matt Andrews; City Recorder, Brittany Fowers, Randy Sant, and Shauna Havey

A. Welcome & Roll Call

Chairman Pro-tem Joe Paul welcomed those in attendance and noted Board Member Sophie Paul, Wilson, and Scadden were present; Chairman Dandoy and Board Member Jackson were excused.

Board Member Scadden made a motion to nominate Board Member Joe Paul as Chairman Pro-tem in Chairman Dandoy's absence. Board Member Sophie Paul seconded the motion, all members voted "Aye" and motion carried.

B. Action Items

Public Hearing – Consideration on the adoption of the amended Project Area Plan and Budget for the 1900 Southeast Community Reinvestment Project Area.

Chairman Pro-tem Joe Paul explained the item, and asked if there were any comments before the public hearing began.

Randy Sant presented a map of the project area to orient those in attendance to the location. He recalled the 1900 Southeast project area had been originally created in 2019, and initially only extended from 5600 to the east side of 1900 and had not included the Harmon's property. He stated that earlier that year, the State legislature had put House Bill 151 into place, which stated no City had the right to provide any kind of incentive to developments related to retail. Mr. Sant noted they did not know what would happen with UDOT in terms of the road widening of 5600, but said they had identified the area on the corner of that road as a possible future development, and specifically, he anticipated a development might come along who would need some kind of incentive for a retail space. He commented the City would want to be able to work with such developers when they came along. He reported they had approached the Council in May of that year with a request to hold a public hearing about the possibility of expanding the 1900 project area to include the property which ran along 1900 on the east side. He clarified they did not need the entire area, and only needed the area from 5619 up to the Aaron Jewelers, which was about 5.25



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acres in total. He believed that would give them enough property space to handle the proposals the City had received so far, which included a hotel, some retailers, as well as office spaces.

Mr. Sant further stated the public hearing would be to address the addition to the project area. He specified this would not change the budget, and said this would only change the legal description. He added they had noted the property owners who lived in the affected area. He said he had also had a chance to talk with the owners, and reported the owners had expressed support of the changes. He clarified this would not give the City the power of eminent domain, and said they would not have the ability to condemn anybody's property. He also clarified they did not have a project designated for the space, and explained this was a protective measure for the future. He said the property owners could choose to be involved with the project as well, and they would just have to reach out to the City if they were interested. He reiterated all they were doing that evening was adding 5.25 acres to the already existing project area.

Chairman Pro-tem Joe Paul asked for a motion to enter a public hearing. Board Member Scadden motioned to enter a public hearing. Board Member Sophie Paul seconded the motion. All Board Members voted "Aye". The motion carried.

There were no public comments, and Mayor Pro-tem Joe Paul closed the hearing.

Randy Sant spoke on the amended Project Area Plan. No public comment was made.

Mr. Sant said they needed to adopt the plan by resolution of the RDA. He explained the second resolution was to accept the budget, which he explained was the same as the budget which had been accepted in 2019.

Chairman Pro-tem Joe Paul asked for a motion to close the public hearing. Board Member Sophie Paul motioned to close the public hearing. Board Member Scadden seconded the motion. All Board Members voted "Aye". The motion carried.

1. Consideration of Resolution 22-6, A resolution adopting the amended plan for the 1900 Southeast Community Reinvestment Project Area.

Board Member Wilson motioned to approve Resolution 22-6 adopting the amended plan for the 1900 Southeast Community Reinvestment Project Area. Board Member Scadden seconded the motion. A roll call vote was taken, all Board Members voted "Aye". The motion carried.

2. Consideration of Resolution 22-7, A resolution adopting the amended budget for the 1900 Southeast Community Reinvestment Project Area.

Board Member Scadden motioned to approve Resolution 22-7 adopting the amended budget for the 1900 Southeast Community Reinvestment Project Area. Board Member Wilson seconded the motion. A roll call vote was taken, all Board Members voted "Aye". The motion carried.



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Board Member Wilson asked Mr. Sant if he could review how funding worked for the proposed Economic Development Director position, and how that worked in with the RDA budget, as well as what the limitations were. Mr. Sant replied there were two existing project areas, both of which expired in 2027. He said the RDA budget which had been approved the week prior included the increment and expenditures for that, and said most of the increment they got would expire in three years. He said he did not know what the funding mechanisms for the Economic Development Director position were, but said they would expire in 2027 if they were RDA-related. He also went over the different project areas, and said each of them had a 3% administrative fee built into their budgets, which flowed to the RDA. He explained as long as the tax amenities concurred with their budget, they would be able to have that 3% administration fee, which would be about \$35,000 a year. He added if the increment increased, the administration fee would also increase. Board Member Wilson said there was about \$120,000 that would come out of the RDA budget for the Economic Development Director position, and she clarified they would have that for at least three years. Mr. Sant said that was correct. He elaborated the \$265,000 per year they received would expire in three years, but said they could apply for an extension of the projects. He discussed the details of the application process briefly, and commented applications for extensions were often unsuccessful.

Board Member Wilson asked if the funding that would go towards the Economic Development Director could be applied to anything else, and Mr. Sant explained the RDA had a fund balance, but those funds could not be used for ongoing projects. He said the RDA could chose to appropriate that money for things like the purchase of land, and he elaborated if they later chose to sell that land, they could use the money from the sale however they wanted to at that point, including using it for future administration. He said they could also use the money in the fund balance however they wanted to after 2026. He summarized the fund balance was appropriated by the RDA board, and said they had already identified they wanted to use those funds to help purchase property which might become available from UDOT. Mr. Sant said their current fund balance was about \$1.2 to 1.5 Million dollars. He also explained that per RDA law, they could use their tax increment in almost any way they saw fit, so it could be used to buy land or administrative costs. However, he said it could not be used to build or repair a fire station, police station, or City Hall. Mr. Sant explained that currently, the administrative fee in the budget was paid by the increment, and they only used the fund balance in the event the increment did not come in as expected. He also noted the City Council did not control the RDA budget, and it was only controlled by the RDA board. Board Member Wilson clarified once the money was in the administrative area, it did not automatically transfer over into the General Fund. Mr. Sant repeated the money stayed in the RDA fund balance until it was used for a specific purpose by the RDA. He then explained that previously, the City Council had passed a resolution which stated the RDA managed the economic development of Roy City, so they could justify using some of the tax increment for things outside of an RDA project area. He summarized they had about three years to utilize the \$265,000 however they wanted.

City Manager Matt Andrews also discussed budgets were very fluid, and they could change the budget throughout the year. City Manager Andrews said they could adjust the budget of the Economic Development Director position, and re-determine how much of the position came out of the RDA budget rather than the City budget as needed. He lastly noted it was at-will employment, so it could be terminated at any point as well. Mr. Sant added at any time, they could transfer the position fully to the City, so it did not come out of the RDA budget at all.

Board Member Wilson summarized they had \$265,000 per year for the next three years, and they could decide if they wanted to use that money for the Economic Development Director position or for the purchase of land. Mr. Sant said that was correct, and if they wanted to amend their budget, they would



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need to hold a public hearing. He also noted they could reallocate funds, but they could not exceed their budget. Board Member Wilson asked what they could do if they wanted to purchase land, but did not have enough money in their fund balance. Mr. Sant discussed the RDA had the right to accept donations, make bonds, and loan money as they needed. He imagined in the case they needed money for land, they would first go to the City and ask for a loan, and the next step would be to go out for bond. However, he said going out for bond could be very expensive because of the insurance that was needed. He said for big projects, the City could take out the bond on the RDA's behalf, and then the RDA paid the City back.

C. Adjournment

Board Member Scadden motioned to adjourn. Board Member Sophie Paul seconded the motion. All Board members voted "aye". The board adjourned at 6:03 p.m.

Roy City RDA Board Agenda Worksheet

Roy City RDA Board Meeting Date: 21 Feb 2023

Agenda Item Number:

Subject: Update the Economic Development Strategic Plan

Prepared By: Brody Flint

Background:

With the unavailability of our Economic Development consultant, the existing Economic Development Strategic Plan is outdated and un-usable. In the February 7, 2023 RDA Board meeting the board discussed creating a more focused plan specific to current opportunities and challenges facing the city. Presented is a simplified plan with specific projects and areas to focus the City's economic development efforts. Input and discussion on this proposed plan are welcome.

Recommendation (Information Only or Decision): Decision to Approve Updates

Contact Person / Phone Number: Brody Flint

2023 Roy City Economic Development Plan

Target Mixed Use Development Within Specific Areas Designated by the General Plan and Current Market Strategies to Maximize Economic Benefit and Impact

- Main Street (1900 West)- Currently zoned for mixed use projects and will have future opportunities for additional projects.
 - Help Facilitate Major Projects Currently Underway
 - The Royce- Woodbury
- Train Station
 - Implementing the upcoming Stationary Plan to further the economic goals of the City and maximize that area.
 - Focus on Mixed Use Development in open spaces.
- Midland Drive and 3500 West
 - This is an area of potential future growth and development; implement plans and help coordinate with businesses to enrich this area.
 - Lobby with UDOT and legislators to make road projects in this area a State priority to ensure funding.

Identify Areas the City and RDA Board can Participate in and Facilitate Redevelopment

- 1900 West
 - Provide RDA money to help property owners demolish or renovate old buildings.
 - Help with combining parcels to create enough space to build more valuable buildings like office space, hotels, theaters, or a community center.
- Create Opportunities from the Existing 5600 South Project
 - Identify areas that are available to work with UDOT to create new projects areas or help facilitate redevelopment of older parcels/buildings.
 - Work with UDOT to acquire or facilitate the sale of UDOT owned surplus property(s) for beneficial projects.

Market Key Areas for Commercial Growth

- Restaurants and Retail stores
 - Provide education and further analysis on what type of growth will create the most positive economic growth for the city.

Modernize and Make More Efficient Internal Aspects of Economic Development

- Online business applications and fees
 - Create a streamlined process for business license applications and approvals.
- Education and Training
 - Education of Employees
 - Staff will obtain an International Economic Development Council (IEDC) certificate.
 - Work with EDC Utah and become a Development Ready Community.
 - Education of Elected Officials
 - Coordinate with elected leaders to attend training or conferences with staff.

Clean up Commercial Centers and the Overall Aesthetics of the City

- Code Enforcement
 - Hire a Part Time Proactive Code Enforcement Position
 - Seasonal Employee (April – September) to focus on proactive notice and enforcement throughout the City and commercial properties.
 - Improve the timeline or process of Code Enforcement to allow faster clean-up or abatement of non-compliant properties.
 - Community Service Program- City Assisted Clean Up
 - Establish a Community Service Program that could be used in conjunction with court cases when a Defendant is unable to pay a fine. Also, this program will be used in conjunction with private citizens or groups wanting to assist with community clean up.
 - Budget for Cleanup with Lien and/or Abatement Follow Up.

Retain Economic Experts for Specific Projects

- Retain Economic Development Experts to Assist in Specific Projects as Needed
 - Identify and provide technical assistance for TIF for potential projects that increase the economic growth for the City and surrounding entities.
 - Locate and retain a hotel consultant to work with the private sector for a hotel in Roy.
 - Feasibility studies or market analysis projects to identify specific areas of economic growth to focus on.

RESOLUTION NO. 23-1

A RESOLUTION OF THE REDEVELOPMENT AGENCY OF ROY CITY APPROVING THE ECONOMIC STRATEGIC PLAN FOR ROY CITY OF THE AGENCY; AND AUTHORIZING THE EXECUTIVE DIRECTOR TO IMPLEMENT THE PLAN ON BEHALF OF THE AGENCY.

WHEREAS, THE Redevelopment Agency of Roy City (“Agency”) has been designated by an interlocal agreement with Roy City (“City”) to implement the economic development for the City, and;

WHEREAS, the Redevelopment Agency Board authorized the staff and administration of the Agency to prepare an Economic Development Strategic Plan to assist and coordinate the economic development within the City.

NOW, THEREFORE BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF ROY CITY THAT:

1. The Economic Strategic Plan for Roy City, attached to this resolution, is hereby approved as the Economic Strategic Plan for Roy City, and is incorporated by reference in the general plan that has been adopted by the City.
2. That the Executive Director of the Redevelopment Agency of Roy City is hereby authorized and directed to implement the plan.

ADOPTED by the Redevelopment Agency of Roy City Board on the ____ day of _____, 2023.

REDEVELOPMENT AGENCY OF ROY CITY

EXECUTIVE DIRECTOR

ATTEST:

AGENCY SECRETARY

Board Member Scadden _____
Board Member Jackson _____
Board Member Sophie Paul _____
Board Member Wilson _____
Board Member Joe Paul _____

Roy City RDA Agenda Worksheet

Roy City Council Meeting Date: February 21, 2023

Agenda Item Number:

Subject: Proposed TIF Policy

Prepared By: Brody Flint

Background:

Attached is a draft TIF policy for the RDA Board's consideration. Staff was asked to produce a policy proposal for any project(s) requesting TIF funds from the RDA. This policy is drafted to highlight key areas and procedures while keeping the flexibility for the RDA to make the best choice when using TIF funds.

Tax increment financing (TIF) is a method of financing real estate development costs-- i.e.: to encourage developers to construct buildings or other private improvements, or. to pay for public improvements, such as streets, sidewalks, sewer and water, and similar improvements.

TIF is a geographically targeted economic development tool. It captures the increase in property taxes, and sometimes other taxes, resulting from new development, and diverts that revenue to subsidize that development. TIF calls for local taxing bodies to make a joint investment in the development or redevelopment of an area, with the intent that any short-term gains be reinvested and leveraged so that all taxing bodies will receive larger financial gains in the future.

TIF funds are generated from the difference between the value of an improved property and the frozen base value. If big improvements are made to a building in a TIF district, then that building has a higher value, and therefore pays more taxes. Tax increment is the primary source of revenue that redevelopment agencies must undertake redevelopment projects. It assumes that a revitalized project area will generate more property taxes than were being produced before redevelopment. When a redevelopment project area is adopted, the current assessed values of the property within the project area are designated as the base year value.

Recommendation (Information Only or Decision): Decision

Contact Person / Phone Number: Brody Flint

Draft

Roy City Redevelopment Agency (RDA) Tax Increment Financing Incentive Policy

Roy City (City) will work with local private enterprise to assist in the development of economic opportunities in project areas that improve the area's economic growth and sustainability, sales tax opportunities, property tax growth, housing opportunities, employment opportunities, and overall community benefit to Roy City and the surrounding areas.

The City is a proponent of working closely with the School District and other taxing entities to ensure cooperation and consideration of any Tax Increment Financing (TIF) approvals are benefiting, to the best possible extent, all entities in the project area. Incentives should become investments that benefit the community in a matter that exceeds the value of that incentive investment. The following policy is subject to Utah Code § 17C et seq., as amended, and any level of funding participation is made by the Roy City RDA Board in its sole and absolute discretion and made in the best interest of the community.

Goals for any TIF Funding:

- Strengthen and diversify the local economy
- Create new employment opportunities or add to existing employment opportunities
- Strengthen and maintain a robust sales and property tax base
- Improve or redevelop areas that are underdeveloped or under performing
- Support public education
- Foster greater community connectivity, cooperation, and opportunity

TIF Qualifying Criteria and Guidance

The policy is created as a framework to set boundaries but calls for flexibility and discretion to ensure levels of participation serve the best interests of the City and ensure the targeted use of funds within each project area are the highest and best use of public dollars. Ideal qualifying criteria includes but is not limited to:

- Impact on City and Surrounding Municipalities
 - Produces New Tax Revenue
 - Improves the quality of life as a whole
 - Redevelops an area that is underdeveloped or under performing
 - Supports the community and school system
 - Addresses future needs regarding schools, education, and transportation
 - Number of housing opportunities created
 - Preference given for projects creating Moderate Income Housing Opportunities
- Employment Opportunities
 - Quality of jobs created
 - Number of jobs created
 - Jobs compatible with the local area
- Return on Investment of the Project (ROI)

- Economically
- Tax Base
- Community and Social Benefit

Other factors may be identified by the participating members of a proposed project. It is understood that all proposed projects will be of economic value to the proposed areas. However, the City will grant TIF requests on projects that promote a wide range of criteria, that have a positive ROI and/or are highly beneficial to the economic and community interests of the City and proposed areas.

Necessary Information to Consider a Project

Any party interested in applying for TIF funds shall provide the following materials to the City:

- Project Area Plan
- Budget
- Pro Forma for the Proposed Project
- A letter from the applicant which includes information about the company or companies working the proposed project, project to be built, number of jobs to be created, wages to be paid, capital investment to be made, time frame for construction, and specific request of incentive funding. If the project includes a residential component, housing unit affordability needs to be described.

Evaluation of Proposed Project and Process for Approval

All attempts will be made to protect the public interests and investment that is made in any project receiving an incentive; a thorough evaluation of all the information for a proposed project will be considered and presented to the Board.

- An economic benefit analysis will be required for any project requiring an incentive. This analysis will also include the cost to the city for the development, and the amount of available revenue to cover those anticipated costs.
- Staff will assemble and present the necessary information, documents, and agreements necessary for the other taxing entities to participate in any TIF approved projects.
- The staff will prepare all required documents including development agreements, incentive offers, interlocal agreements for taxing entities, final budget, and takes responsibility for any public release of the project.
- The RDA Board shall make the final decision as to offering any tax increment based on the information provided.
- All final approval of the interlocal agreement(s), TIF project approval, and any other applicable documents will be finalized in a regular meeting of the RDA Board.
- Staff will present to the RDA board on a semi-annual basis the progress of the project and upon completion of the project what economic benefits the City and surrounding entities are seeing from the project.

RESOLUTION NO. 23-2

A RESOLUTION OF THE REDEVELOPMENT AGENCY OF ROY CITY APPROVING TAX INCREMENT FINANZING (TIF) POLICY FOR ROY CITY OF THE AGENCY.

WHEREAS, the Roy City Council recognizes that it is essential to stimulate economic growth and development of new commercial projects in order to provide services, employment, and tax revenues for the benefit of the City; and

WHEREAS, the stimulation of economic development is a joint responsibility of the private and public sectors, working together to create a positive business environment and induce commercial development and expansion within the City; and

WHEREAS, the economic development goals of the City include, community-focused economic growth, economic diversification, stimulation of private investment, enhancement of new development, creation of employment opportunities, and broadening of the property tax base; and

WHEREAS, the Redevelopment of Roy City (“Agency”) has been designated through an interlocal agreement to implement those goals; and

WHEREAS, to meet these goals the Board of the Agency recognizes the need to occasionally assist the redevelopment of property located within the City by providing Tax Increment Financing; and

WHEREAS, the Agency found that it is in the best interest of the City to establish certain policies and guidelines for consideration of proposals that may be presented to the board by private industry requesting TIF assistance; and

NOW, THEREFORE BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF ROY CITY THAT:

1. The TIF Policy for Roy City, which is attached to this resolution, is hereby approved as the TIF Policy for Roy City.

ADOPTED by the Redevelopment Agency of Roy City Board on the ____ day of _____, 2023.

REDEVELOPMENT AGENCY OF ROY CITY

EXECUTIVE DIRECTOR

ATTEST:

AGENCY SECRETARY

Board Member Scadden _____
Board Member Jackson _____
Board Member Sophie Paul _____
Board Member Wilson _____
Board Member Joe Paul _____

RDA RESOLUTION 23-3

A RESOLUTION OF THE REDEVELOPMENT AGENCY OF ROY CITY, TERMINATING THE REVOLVING LOAN FUND PROGRAM AND THE RELOCATION GRANT PROGRAM.

WHEREAS, the Board Members of the Redevelopment Agency of Roy City have determined that the Revolving Loan Program and the Relocation Grant Program be terminated.

NOW, THEREFORE BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF ROY CITY THAT:

The Revolving Loan Fund Program and the Relocation Grant Program are terminated.

REDEVELOPMENT AGENCY OF ROY CITY

EXECUTIVE DIRECTOR

ATTEST:

AGENCY SECRETARY

Board Member Jackson _____
Board Member Sophie Paul _____
Board Member Scadden _____
Board Member Joe Paul _____
Board Member Wilson _____