

ERIN MENDENHALL  
Mayor

MARY BETH THOMPSON  
Chief Financial Officer



DEPARTMENT OF FINANCE

**RDA BOARD TRANSMITTAL**

  
Erin Mendenhall (Mar 29, 2024 13:36 MDT)

Mayor Erin Mendenhall, Executive Director

**Date Received:** 03/29/2024

**Date sent to Council:** 03/29/2024

**TO:** Salt Lake City RDA Board  
Alejandro Puy, RDA Chair

**DATE:** March 29, 2024

**FROM:** Mary Beth Thompson, Chief Financial Officer   
Danny Walz, RDA Director 

**SUBJECT:** RDA Budget Amendment #3, FY 2023-24

**SPONSOR:** NA

**STAFF CONTACT:** Danny Walz (801) 535-7209 or  
Mary Beth Thompson (801) 535-6403 or  
Greg Cleary (801) 535-6394 or  
Mike Burns (801) 535-6461 or  
Erin Cunningham (801) 535-7246

**DOCUMENT TYPE:** Budget Amendment Resolution

**RECOMMENDATION:** The Administration recommends that subsequent to a public hearing, the RDA Board adopt the following amendment to the FY 2023-24 adopted budget.

**BUDGET IMPACT:**

The Third Amendment will not affect the Agency's overall budget total. Its purpose is to reappropriate multiple project budgets and reallocate funds previously appropriated at a program level and into a new project budget.

	REVENUE	EXPENSE
RDA FUND	\$ 0.00	\$ 0.00
<b>TOTAL</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

## EXECUTIVE SUMMARY:

This amendment proposes using the appropriated \$1,721,227 in the Strategic Intervention program within the North Temple and Program Income Funds. In addition, Staff recommends the reallocation of \$1,925,329 from the Commercial Assistance Reserves program and \$603,444 from the Housing Property Acquisition program to the Strategic Intervention program, also in the North Temple and Program Income Funds. In total, \$4,250,000 would be appropriated in the Strategic Intervention program between these two funds and allocated to a new property acquisition project.

The staff memo, included below, outlines greater details of project reallocations, and provides additional staff analysis.

A summary document outlining the proposed budget change is attached (**Attachment C**). The Administration requests this document be modified based on the decisions of the Board. The budget amendment contains one item in section D – Housekeeping Items:

- A. New Budget Items
- B. Grants for Existing Staff Resources
- C. Grants for New Staff Resources
- D. Housekeeping Items**
- E. Grants Requiring No New Staff Resources
- F. Donations
- G. Council Consent Agenda Grant Awards
- I. Council Added Items

## ATTACHMENTS:

- A. RDA Budget Amendment #3 Resolution
- B. Budget Amendment #3 Staff Memo
- C. Budget Amendment Summary

## PUBLIC PROCESS: Public Hearing

Gregory Cleary  
Gregory Cleary (Mar 29, 2024 08:34 MDT)

*Christina Nee*

# Attachment A

**REDEVELOPMENT AGENCY OF SALT LAKE CITY**

**RESOLUTION NO \_\_\_\_\_**

**Third Budget Amendment for Fiscal Year 2023-2024**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE REDEVELOPMENT AGENCY OF SALT LAKE CITY AMENDING THE FINAL BUDGET OF THE RDA FOR FISCAL YEAR 2023-2024.

WHEREAS, on June 13, 2023, the Redevelopment Agency (**RDA**) Board of Directors (**Board**) adopted the final budget of the RDA, effective for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in accordance with the requirements of Section 17C-1-601.5 of the Utah Code.

WHEREAS, all conditions precedent to amend the RDA's final annual budget have been accomplished.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Redevelopment Agency of Salt Lake City:

1. Purpose. The purpose of this resolution is to amend the final annual budget of the RDA, as approved, ratified and finalized by the Board on June 13, 2023.
2. Adoption of Amendments. The budget amendments shown on Exhibit A as "Board Approved" are hereby adopted and incorporated into the annual budget of the RDA.
3. Filing of copies of the Budget Amendments. The Salt Lake City Finance Department, on behalf of the RDA, is authorized and directed to certify and file a copy of said budget amendments in the office of the Finance Department, the RDA, and the office of the City Recorder, which amendments shall be available for public inspection.

Passed by the Board of Directors of the Redevelopment Agency of Salt Lake City, Utah, this \_\_\_\_\_ day of \_\_\_\_\_, 2024, to be effective upon adoption.

\_\_\_\_\_  
\_\_\_\_\_, Chair

Approved as to form:  \_\_\_\_\_  
Salt Lake City Attorney's Office  
Allison Parks

The Executive Director:

\_\_\_\_\_ does not request reconsideration

\_\_\_\_\_ requests reconsideration at the next regular Agency meeting

\_\_\_\_\_  
Erin Mendenhall, Executive Director

Attest:

\_\_\_\_\_  
City Recorder

**EXHIBIT A TO RESOLUTION**

*[Attach Board's Final Approved Budget Amendment]*

# Attachment B



REDEVELOPMENT AGENCY *of* SALT LAKE CITY

**STAFF MEMO**

**DATE:** March 29, 2024

**PREPARED BY:** Erin Cunningham, Financial Analyst

**RE:** RDA Budget Amendment #3, FY 2023-2024

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**REQUESTED ACTION:** Discussion and approval of Budget Amendment #3

**BUDGET IMPACTS:** The Third Amendment will not affect the Agency's overall budget total. Its purpose is to reallocate multiple program appropriations to fund a \$4,250,000 property acquisition in the North Temple project area.

**EXECUTIVE SUMMARY:** This amendment proposes using the existing \$1,721,227 in the Strategic Intervention program within the North Temple and Program Income Funds. In addition, Staff recommends the reallocation of \$1,925,329 from the Commercial Assistance Reserves program and \$603,444 from the Housing Property Acquisition program to the Strategic Intervention program, also in the North Temple and Program Income funds. In total, \$4,250,000 would be appropriated in the Strategic Intervention program between these two funds and allocated to a new property acquisition project.

**ANALYSIS & ISSUES:**

**Project Description: Whipple Property Acquisition**

The Agency is interested in purchasing approximately 0.53 acres of property located at 961-965 West Folsom Avenue, 47 South 1000 West, and 51 South 1000 West in Salt Lake City. The property is located within the Agency's designated North Temple Project Area and is directly adjacent to the Folsom Corridor, where UTA and Salt Lake City recently completed construction of a multi-use trail. The Agency's acquisition of this property presents an opportunity to facilitate community-serving redevelopment projects along the Folsom Trail that preserve existing small-scale commercial spaces and adaptively reuse the existing structure to create space for local, independent businesses.

**Funding of the Project**

When acquiring property, the Agency strives to use Housing, Commercial, or Infrastructure Property Acquisition programs to keep track of how its funds have been used. However, when the end use of the property has not been determined at the time of the acquisition, the Strategic Intervention program is used. This program's approved uses include property acquisition, site development costs, and community

benefits. Since the use of this property acquisition has not been determined yet, Staff recommends utilizing Strategic Intervention program for this project.

#### Existing Strategic Intervention Funds

The table below outlines the current appropriations within the Strategic Intervention program, specifically in the North Temple and Program Income funds. While no changes to the appropriations are necessary, the Agency is requesting to allocate the full \$1,721,227 to this project.

<b>Fund</b>	<b>Program</b>	<b>Appropriation</b>	<b>Project</b>	<b>Current Budget</b>	<b>Change</b>	<b>Proposed Budget</b>
North Temple	Strategic Intervention	RDA-FY23-NT-Strategic Intervention-NT	{Capital Reserves Program - Holding Account}	1,397,327	0	1,397,327
		RDA-FY24-NT-Strategic Intervention-NT	{Capital Reserves Program - Holding Account}	285,490	0	285,490
Program Income Fund	Strategic Intervention	RDA-FY23-PIF-Strategic Intervention-NT	{Capital Reserves Program - Holding Account}	38,410	0	38,410
<b>Total</b>				<b>1,721,227</b>	<b>0</b>	<b>1,721,227</b>

#### Reallocation of Commercial Assistance Funds to the Strategic Intervention Program

The Agency has been restructuring its Commercial Assistance programs and the Board has approved the following appropriations in the North Temple and Program Income funds to a Commercial Assistance Reserves program. As the Commercial Assistance program is being finalized, these funds have not yet been allocated to any projects. The proposal involves using \$1,925,329 from these appropriations for this project, leaving \$217,318 remaining in the North Temple appropriation.

<b>Fund</b>	<b>Program</b>	<b>Appropriation</b>	<b>Project</b>	<b>Current Budget</b>	<b>Change</b>	<b>Proposed Budget</b>
North Temple	Commercial Assistance Reserves	RDA-FY24-NT-Commercial Assistance Reserves-NT	{Capital Reserves Program - Holding Account}	543,277	(325,959)	217,318
Program Income Fund	Commercial Assistance Reserves	RDA-FY23-PIF-Commercial Assistance Reserves-NPA	{Capital Reserves Program - Holding Account}	1,599,370	(1,599,370)	0
<b>Total</b>				<b>2,142,647</b>	<b>(1,925,329)</b>	<b>217,318</b>

#### Reallocation of Housing Property Acquisition Funds / 9-Line Property Acquisition

With the Fiscal Year 2022-2023 Budget Amendment #3, the Board approved a property acquisition in the 9-Line project area, using \$4,000,000 transferred from the City's General Fund to the Agency's Program Income Fund in the Housing Property Acquisition Program. This acquisition is happening in phases consisting of three separate assemblages. The first assemblage has been acquired and the third phase is still being negotiated. The second phase negotiations have been completed at a lower price than anticipated, and \$603,444 remains from what was originally estimated. This amendment proposes reappropriating the remaining amount to the Strategic Intervention program within the same fund..

<b>Fund</b>	<b>Program</b>	<b>Appropriation</b>	<b>Project</b>	<b>Current Budget</b>	<b>Change</b>	<b>Proposed Budget</b>
Program Income Fund	Housing Property Acquisition	RDA-FY23-PIF-Housing Property Acquisition-9L	PRJ-000011 RDA - 400 S/900W Acquisition	4,000,000	(603,444)	3,396,556

#### New Project Appropriations

The proposed amendment aims to consolidate a project budget of \$4,250,000 by allocating the available Strategic Intervention program funds, along with reallocating funds from both the Commercial Assistance Reserves and the Housing Property Acquisition appropriations to the Strategic Intervention program. These reallocations will occur within the North Temple and Program Income funds and would result in the following appropriations.

<b>Fund</b>	<b>Program</b>	<b>Appropriation</b>	<b>Project</b>	<b>Current Budget</b>	<b>Change</b>	<b>Proposed Budget</b>
North Temple	Strategic Intervention	RDA-FY23-NT-Strategic Intervention-NT	New Project: Whipple Property Acquisition	1,397,327	0	1,397,327
		RDA-FY24-NT-Strategic Intervention-NT	New Project: Whipple Property Acquisition	285,490	325,959	611,449
Program Income Fund	Strategic Intervention	RDA-FY23-PIF-Strategic Intervention-NPA	New Project: Whipple Property Acquisition	0	2,202,814	2,202,814
		RDA-FY23-PIF-Strategic Intervention-NT	New Project: Whipple Property Acquisition	38,410	0	38,410
<b>Total</b>				<b>1,721,227</b>	<b>2,528,773</b>	<b>4,250,000</b>

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#### **PREVIOUS BOARD ACTION:**

1. Approval of the Fiscal Year 2023-2024 Budget.
2. Approval of the Fiscal Year 2023-2024 Budget Amendment #1.

#### **ATTACHMENTS:**

1. Supplemental Slides.



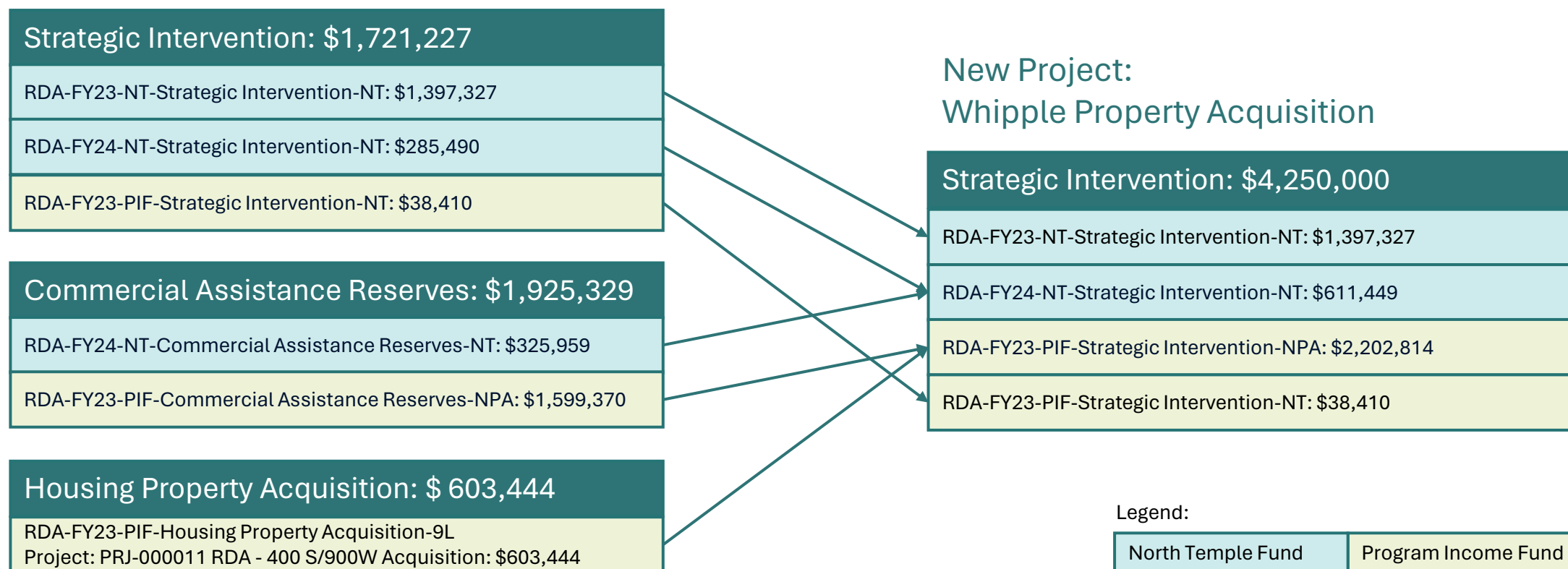
# REDEVELOPMENT AGENCY

FISCAL YEAR 2023-2024

BUDGET AMENDMENT #3



# New Project Appropriations



# Appropriation Changes Impact



## ★ \$2,528,773 shifts from Commercial Assistance Reserves and Housing Property Acquisition to Strategic Intervention

Project	Program	Fund	Appropriation	Current Budget	Change	Proposed Budget
Available to allocate to projects	Commercial Assistance Reserves	North Temple	RDA-FY24-NT-Commercial Assistance Reserves-NT	543,277	(325,959)	217,318
		Program Income Fund	RDA-FY23-PIF-Commercial Assistance Reserves-NPA	1,599,370	(1,599,370)	0
Available to allocate to projects Total				2,142,647	(1,925,329)	217,318
PRJ-000011 RDA - 400 S/900W Acquisition	Housing Property Acquisition	Program Income Fund	RDA-FY23-PIF-Housing Property Acquisition-9L	4,000,000	(603,444)	3,396,556
PRJ-000011 RDA - 400 S/900W Acquisition Total				4,000,000	(603,444)	3,396,556
Total				6,142,647	(2,528,773)	3,613,874

## ★ \$4,250,000 New and Existing Strategic Intervention Program allocated to New Project: Whipple Property Acquisition

Project	Program	Fund	Appropriation	Current Budget	Change	Proposed Budget
New Project: Whipple Property Acquisition	Strategic Intervention	North Temple	RDA-FY23-NT-Strategic Intervention-NT	0	1,397,327	1,397,327
			RDA-FY24-NT-Strategic Intervention-NT	0	611,449	611,449
		Program Income Fund	RDA-FY23-PIF-Strategic Intervention-9L	0	603,444	603,444
			RDA-FY23-PIF-Strategic Intervention-NPA	0	1,599,370	1,599,370
			RDA-FY23-PIF-Strategic Intervention-NT	0	38,410	38,410
New Project: Whipple Property Acquisition Total				0	4,250,000	4,250,000
Total				0	4,250,000	4,250,000

# Workday Worktags & the RDA Budget



Appropriation				
Cost Center	Fiscal Year	Fund	Program	Region

**Worktags allow for tracking of costs, revenues, and other operational metrics across different dimensions like departments, projects, or geographic locations. The Redevelopment Agency's budget utilizes the following Worktags:**

**Cost Center:** Represents a specific department, unit, or division within an organization that is responsible for certain costs. The RDA is a cost center.

**Fiscal Year:** The original year the funds were appropriated.

**Fund:** Used to categorize and segregate financial transactions based on the origin of the funds, which is crucial for accurate financial reporting and compliance. The RDA has Project Area, Housing, Multi-Use, and Operations funds, with various legal and policy-related requirements that need to be monitored.

**Program:** Enables the segregation and monitoring of financial data, which represents a specific pool of money that needs to be tracked for various legal, policy, or Board-directed initiatives related to RDA programs. The Program Worktags are designed to fit within program hierarchies such as Housing, Commercial, Infrastructure, and Operations programs.

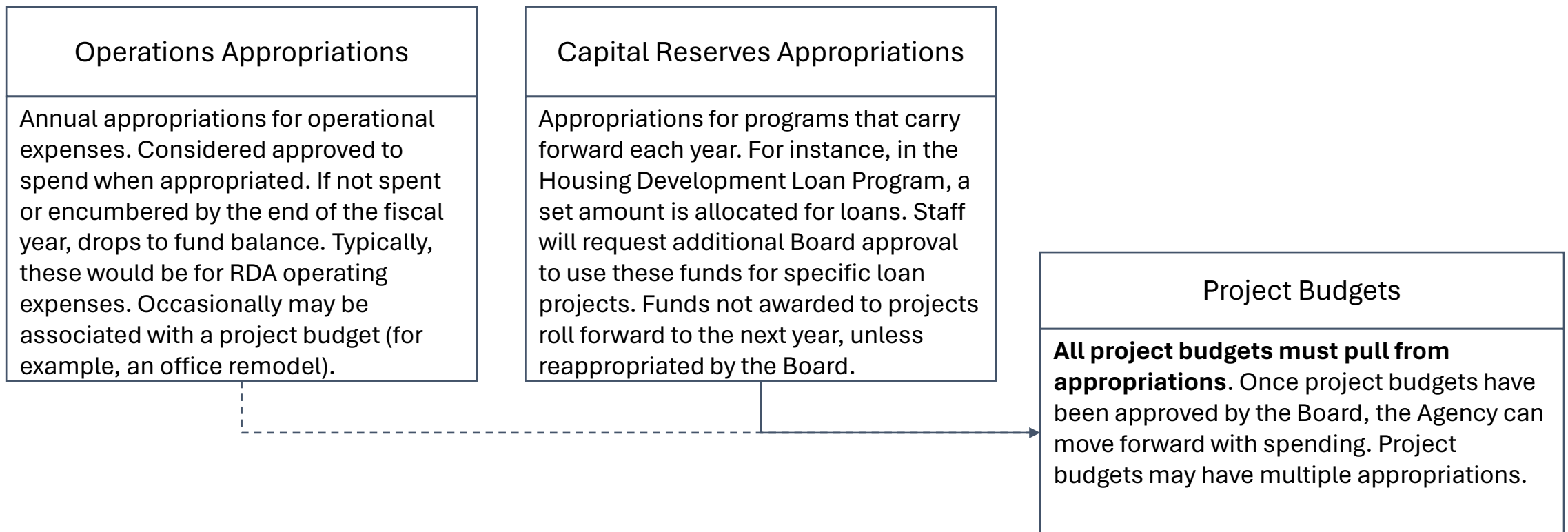
**Region:** Segments expenses based on location, which for the RDA is usually a Project Area. Not all expenses will be associated with a project area, which means this Worktag may not always be used.

**Appropriation:** Combines the elements of Cost Center, Fund, Program, and Region into a single, comprehensive identifier, with the fiscal year as a prefix.

# Appropriations & Project Budgets



Each appropriation supports either the operations of the Agency or projects associated with its various programs.



# Redevelopment Agency Funds



## Project Area Funds

Must be used within the boundaries of the project area, except for money transferred to Primary Housing (legally required), Secondary Housing (supplemental), Agency Operations (defined by interlocal agreements), or other legally obligated reasons.

- Central Business District (CBD)
- Block 70 (B70)
- Depot District (DD)
- Granary District (GD)
- North Temple (NT)
- North Temple Viaduct (NTV)
- Stadler Rail (SR)
- Northwest Quadrant (NWQ)
- State Street (SS)
- 9 Line (9L)
- Block 67 North (B67N)
- West Capitol Hill (WCH)

Note: Region acronyms are the same as project area acronyms. If there is "NPA" noted in an appropriation, it stands for "Non-Project Area."

## Housing Funds

May be used anywhere in the City, unless otherwise directed by the Board, except for the WCI, which must be used west of I-15.

- Primary Housing (1H)
- Secondary Housing (2H)
- Housing Development Fund (HDF)
- West Side Community Initiative (WCI)

## Multi-Use Funds

Can be used across project areas (and potentially city-wide), unless otherwise directed by the Board.

- Program Income Fund (PIF)
- Revolving Loan Fund (RLF)

## Agency Operations Fund (OPS)

- Received transfers in from other funds to fund the Agency's operational expenses.



**SLCRDA**

# Attachment C

### Fiscal Year 2023-24 RDA Budget Amendment #3

		Administration Proposed		Board Approved			
Initiative Number/Name	Project Area	Revenue Amount	Expenditure Amount	Revenue Amount	Expenditure Amount	Ongoing or One-time	FTEs
<b>Section A: New Items</b>							
<b>Section B: Grants for Existing Staff Resources</b>							
<b>Section C: Grants for New Staff Resources</b>							
<b>Section D: Housekeeping</b>							
1 RDA: Reallocate Multiple Program Appropriations to Fund Property Acquisition in the N Temple Project Area	Commercial Assist Reserves	-	(1,925,329.00)			One-time	-
1 RDA: Reallocate Multiple Program Appropriations to Fund Property Acquisition in the N Temple Project Area	PIF Housing Prop Acquisition	-	(603,444.00)			One-time	-
1 RDA: Reallocate Multiple Program Appropriations to Fund Property Acquisition in the N Temple Project Area	N. Temple Strategic Intervention	-	2,528,773.00			One-time	-
<b>Section E: Grants Requiring No New Staff Resources</b>							
<b>Section F: Donations</b>							
<b>Section G: Board Consent Agenda -- Grant Awards</b>							
<b>Section I: Board Added Items</b>							
<b>Total of Budget Amendment Items</b>		-	0.00	-	-		
<b>Total by Fund, Budget Amendment #3:</b>							
Redevelopment Agency	Commercial Assist Reserves	-	(1,925,329.00)				
Redevelopment Agency	PIF Housing Prop Acquisition	-	(603,444.00)				
Redevelopment Agency	N Temple Strategic Intervention	-	2,528,773.00				
<b>Total of Budget Amendment Items</b>		-	-	-	-		-

### Fiscal Year 2023-24 RDA Budget Amendment #3

		Administration Proposed		Board Approved			
Initiative Number/Name	Project Area	Revenue Amount	Expenditure Amount	Revenue Amount	Expenditure Amount	Ongoing or One-time	FTEs
Current Year Budget Summary, provided for information only <i><b>FY 2023-24 Budget, Including Budget Amendments</b></i>							
	Total Revenue	RDA BA #1 Total	RDA BA #2 Total	RDA BA #3 Total		Total To-Date	
Redevelopment Agency	80,803,841	(6,476,014)	-	-		74,327,827	
Total of Budget Amendment Items	80,803,841	(6,476,014)	-	-		74,327,827	

	Total Expense	RDA BA #1 Total	RDA BA #2 Total	RDA BA #3 Total		Total To-Date	
Redevelopment Agency	80,803,841	(6,476,014)	-	-		74,327,827	
Total of Budget Amendment Items	80,803,841	(6,476,014)	-	-		74,327,827	

#### Certification

\_\_\_\_\_  
Budget Manager

\_\_\_\_\_  
Deputy Director, City Council/RDA Board

#### Contingent Appropriation and Notes