



REGULAR MEETING ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB)

Held at the Grand County Commission Chambers

125 E Center Street

Moab, Utah 84532

[Meeting Recording](#)

MINUTES

December 14th, 2022 3:00pm

****Time stamps correspond to the video****

Members in Attendance August Granath, Forrest Rodgers, Karen Guzman-Newton, Elissa Martin, Meghan McFall

Members in Attendance Remotely Mary McGann, Jazmine Duncan, Rob Walker, Brad Bertoch, Emily Campbell

Members not in Attendance Carly Castle, Laici Shumway, Huseyin Deniz, Kelly Thornton

Also Present Rachel Bartlett (Grand County Economic Development (GCED)), Ben Alter (GCED), Laura Harris (Housing Authority of Southeastern Utah (HASU)), Kaitlin Myers (Moab Area Community Land Trust (MACLT)), Rachel Stenta (USU), Stephen Stocks (Grand County Attorney-Elect), Bill Winfield (Grand County Commissioner-Elect), Melissa Stocks (GCED)

Welcome

Introductions

Conflicts of Interest, disclosures, ex-parte communication (None at this time)

Citizens to -be- heard (None at this time)

Presentations, if any

Discussion and Action Items:

Approval of November 16 meeting minutes

00:05:27

Forrest moved to approve the November 16th minutes. Brad seconded. No discussion. Passed unanimously.

Interviews for Economic Development Advisory Board positions expiring 12.31.22

- **Private sector representative - Currently filled by Bradley Bertoch**
- **Member of the public that lives in Grand County - Currently filled by Rob Walker**

Chris Wilson, Owner - Moab Coffee Roasters

00:08:46

Brad Bertoch, Investor

00:15:49

Brittney Melton, Insurance and Financial Services - State Farm

00:26:35

Discussion and potential action item on housing programs under consideration for funding out of FY23 Rural County Grant program.

- **Rock Solid's Streamline software used to receive, manage, and respond to housing applications, as well as manage inventory**
- **Deed Restriction Purchase Program**
- **Impact Fee Offset Grant**
- **Affordable Housing Solution Research**
- **Moab Area Community Land Trust Horizontal Infrastructure for Arroyo Crossing**
- **CDBG Match - Tract E at Arroyo Crossing**

{Attached "2023 TRT - Diversification Activity Programs as budgeted"}

{Attached "Housing Programs for Discussion at 12.14.22 EDAB"}

{Attached "Housing Authority of Southeastern Utah"}

00:32:21

Laura gave evidence regarding the need of a software solution for deed restriction monitoring and compliance as well as discussing deed restrictions in general. EDAB discussed particulars of the software. Rob motioned to approve the funding for the Rock Solid Deed Restriction Management Software. Karen seconded the motion. EDAB discussed concerns related to security. Motion passed unanimously.

01:15:39

Laura gave an overview of the anticipated reception of a deed restriction program for Grand County homes. She stated that the requested funding was not for purchasing deed restrictions, but rather for the related legal fees. Karen expressed concern about redundancy in the proposed projects and funding requests.

01:25:57

Kaitlin gave a quick explanation about impact fees as related to ADOs and employee housing.

01:29:46

Kaitlin gave an update on the Arroyo Crossing project and a short explanation of the funding request. She explained the deed restriction requirements related to this project.

August asked for HASU/MACLT to put together a more specific proposal. Rob stated that he would like to remove the impact fee offset grant from the proposal.

Discussion of Wildcat Microloan Fund

Catherine Clark - Director of the Wildcat Microloan Fund, Weber State University

01:39:46

Catherine opened with an explanation of the Wildcat Microloan Fund. She stated that because of a new donor, the program intended to expand their territory to include Grand County. Catherine asked for a letter of support from EDAB for the expansion. Megan reinforced the need of a Small Business Development Center (SBDC) director for Moab especially in light of the proposed expansion. Catherine followed by explaining that the Wildcat Microloan Fund's partnership with the SBDC included mentorship and support from established businesses.



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125 E Center Street
Moab, Utah 84532

Join Zoom Meeting:

<https://us02web.zoom.us/j/89815394356?pwd=MlorMWZLWIZiZ1BMSzV1MzBXOFgydz09>

Call-in: 669-900-6833

Meeting ID: 898 1539 4356

Passcode: 384971

AGENDA December 14th, 2022 3:00pm

- **Welcome**
- **Introductions**
- **Conflicts of interest, disclosures, ex-parte communication**
- **Citizens to -be- heard**
- **Presentations, if any**

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- Interviews for Economic Development Advisory Board positions expiring 12.31.22
 - Private sector representative - Currently filled by Bradley Bertoch
 - Member of the public that lives in Grand County - Currently filled by Rob Walker
- Discussion and potential action item on housing programs under consideration for funding out of FY23 Rural County Grant program.
 - Rock Solid's Streamline software used to receive, manage, and respond to housing applications, as well as manage inventory
 - Deed Restriction Purchase Program
 - Impact Fee Offset Grant
 - Affordable Housing Solution Research
 - Moab Area Community Land Trust Horizontal Infrastructure for Arroyo Crossing
 - CDBG Match - Tract E at Arroyo Crossing
- Discussion of Wildcat Microloan Fund

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At the Grand County Council meetings/hearings any citizen, property owner, or public official may be heard on any agenda subject. The number of persons heard and the time allowed for each individual may be limited at the sole discretion of the Chair. On matters set for public hearings there is a three-minute time limit per person to allow maximum public participation. Upon being recognized by the Chair, please advance to the microphone, state your full name and address, whom you represent, and the subject matter. No person shall interrupt legislative proceedings. Page 2 of 2 Requests for inclusion on an agenda and supporting documentation must be received by 5:00 pm on the Wednesday prior to a regular Council Meeting and forty-eight (48) hours prior to any Special Council Meeting. Information relative to these meetings/hearings may be obtained at the Grand County Council's Office, 125 East Center Street, Moab, Utah; (435) 259-1346.

	2023 TRT - Diversification Activity Programs as budgeted				
	Economic Development Project or Activity	Quantity of Grant Funds to be Used			
	STAR Grant	\$400,000.00			
	Strategic Planning*	\$100,000.00	*Plus \$50,000 from Tourism Promotion		
	SBDC Contribution	\$100,000.00			
	Workforce Development	\$78,000.00			
	TOTAL	\$678,000.00			
	Rural County Grant (RCG) FY 23 funds as awarded				
	Economic Development Project or Activity	Quantity of Grant Funds to be Used			
	Workforce Housing Support	\$75,000.00			
	Childcare Support	\$75,000.00			
	Feb/Mar 2023 Economic Development Summit	\$25,000.00			
	AmeriCorps VISTA	\$25,000.00			
	TOTAL	\$200,000.00			
	Click here for grant application as submitted + completed contract				
	Proposed Expenditures				
	Item	Cost	Category	Presenter	Notes
	Rock Solid compliance software	\$18,000.00 annual	RCG - "Workforce Housing Support"	Laura	The Housing Authority and
	Essential Worker Housing Subsidy	?	RCG - "Workforce Housing Support"		Too big, no clear return
	Deed Restriction Purchase Program	\$50,000.00	RCG - "Workforce Housing Support"	Laura	
	ADU Gap Financing	?	RCG - "Workforce Housing Support"		Cost too high
	Impact Fee Offset Grant	?	RCG - "Workforce Housing Support"	Kaitlin	
	ADO Support (?)	?	RCG - "Workforce Housing Support"		Captured in Cost Offset
	Affordable Housing Solution Research	?	RCG - "Workforce Housing Support"	Ben	Phase 2 BAE
	MACLT Horizontal Infrastructure for Arroyo	?	RCG - "Workforce Housing Support"	Kaitlin	
	CDBG HASU Match	?	RCG - "Workforce Housing Support"	Ben	
	Childcare Provider Subsidy Program	\$50,000.00	RCG - "Childcare Support"		
	Helping Hands Program	?	RCG - "Childcare Support"		
	"Moab Area" Economic Development Summit	\$0.00	RCG - "Feb/Mar 2023 Economic Development Summit"		EDD staff is working with

Housing Programs for Discussion at 12.14.22 EDAB

[Here is a link to the spreadsheet with all proposed 2023 RCG programs](#)

- Rock Solid Deed Restriction Management Software - Laura Harris (HASU)
 - See google folder with materials linked [here](#)
- Deed Restriction Purchase Program - Laura Harris (HASU)
 - Throughout rural western tourist towns with housing strains similar to Moab, a number of them have employed incentive-based deed restriction programs, where the local government pays a certain amount of money to participating homeowners to deed their homes for the local workforce once they sell their property. Anecdotally in Moab, we know that there is already a pool of local community members who would voluntarily opt to deed their home to the local workforce without incentive. This type of program would ensure that a portion of existing Grand County housing stock in the future is being sold to local participating residents of the workforce. Though there would be no incentive to the homeowners to deed their properties, funding is necessary for legal fees to develop adequate contracts to be used between homeowners and the County/City.
- Impact Fee Offset Grant - Kaitlin Myers (MACLT)
 - There are many barriers to the development of workforce housing, including the many upfront costs born by the developer. Though impact fees account for a very small percentage of the overall cost of a project, they are an added cost nonetheless, yet they are a necessary fee required by the County to offset the impact of new development to the community's infrastructure. At the Moab Housing Fair, a few small business owners expressed that impact fees are a barrier to developing ADO and employee housing, so this program could particularly benefit applicants moving forward with ADO projects. This grant would alleviate one of the upfront financial barriers to smaller developers and businesses looking to provide workforce housing, and since impact fees are a relatively small amount, a grant pool would positively impact a larger number of applicants.
- Affordable Housing Solution Research - Ben Riley (HASU)
 - I believe that there is still a real drive to figure out some sort of Deed Restriction program where a homeowner in Moab would voluntarily deed restrict their home for primary residency in the future. This is something that has already happened with one home given to HASU and interest from other community members. In

order to make this a full blown 'program' of sorts I'd like somehow to have the time or resources to further look outside Utah and Colorado, which has been more extensively explored, to see what other deed restriction programs might be out there that we could mimic or tailor to our needs. Right now we do not have the capacity for this search and to create a new affordable housing program like I've described above. I'm not sure if this is a consultant or if this could be a future Vista endeavor. Either way, this is kind of in tandem with the Deed Restriction Purchase Program above but I'd be interested to find out what other DR type programs are out there, maybe on the west coast.

- MACLT Horizontal Infrastructure for Arroyo Crossing - Kaitlin Myers (MACLT)
 - The Moab Area Community Land Trust is seeking funding for horizontal infrastructure design and development for townhomes (as described below) in the first phase of Arroyo Crossing and/or to start the infrastructure development of phase two of Arroyo Crossing. MACLT acquired \$4.4MM in New Market Tax Credits to build the infrastructure for the first phase of Arroyo Crossing (234 units), but the organization cannot leverage additional debt to develop infrastructure for townhomes in phase one or start on the second phase of the project. This project is moving forward rapidly; in 2022, MACLT's development partners finished 17 homes, and it anticipates finishing another 32 single-family and twinhome units and starting the construction of a 32-unit apartment complex in 2023. MACLT anticipates the first phase of Arroyo Crossing will be mostly complete or under construction by 2025, with most of the development started or complete by 2024 (apartments will take longer). Because the project is moving quickly, MACLT is exploring funding opportunities to partner with HASU on its CDBG application and/or to begin construction of new roads for the second phase of the project.
- CDBG Match - Tract E at Arroyo Crossing - Ben Riley (HASU)
 - If the EcDev board is looking for a more 'shovel ready' project, HASU is currently applying for CDBG funds through Grand County to develop infrastructure on Tract E at Arroyo Crossing. Tract E, when built out, will hold roughly 25-30 townhome units that we will develop through our Mutual Self-Help and CROWN rent-to-own programs. As with Skyline, it is always advantageous for us to go into a funding application with some money already committed to leverage. We are currently out to RFP for engineering services to draw infrastructure plans and to provide cost estimates for the project and CDBG application. Based on my experience with other subdivisions I suspect the costs for infrastructure and design to be somewhere between \$150-\$250,000. While funding isn't guaranteed, additional funds help score more points for the project. If EcDev wanted to grant ~\$25k to the project that would be helpful. If we're not awarded we would want to redistribute the funds in some way.



HOUSING AUTHORITY OF SOUTHEASTERN UTAH

321 East Center Street Moab, UT 84532 | Phone (435) 259-5891 | Fax (435) 259-4938
TTY (800) 346-4128 | Email: lharris@hasuhomes.org

To the Grand County Economic Development Advisory Board,

The Housing Authority of Southeastern Utah (HASU) and the Moab Area Community Land Trust (MACLT) are seeking funding from the Rural County Grant Fund for a software program titled *Streamline by Rock Solid*, to optimize the process of deed restriction management in Grand County. This program will provide the two organizations with a centralized system of receiving, managing, and responding to housing applications, as well as managing inventory.

HASU has an ongoing agreement with Grand County to oversee and administer all High Density Housing Overlay (HDHO) deed restrictions and applications. Per the HDHO Rules and Regulations, annual compliance of each household must be performed to verify that occupants of an HDHO unit are still actively employed in Grand County and are complying to the Rules and Regulations as outlined.

MACLT has similar responsibilities to oversee its deed restrictions, including collecting annual compliance affidavits from each household to verify that residents and their tenants meet Arroyo Crossing's primary residency requirements and rental regulations. More specifically, MACLT's homeowners must verify that they still occupy the home as their primary residence (nine months of a twelve-month period), and if they have tenants subleasing in the home, they must provide evidence of the lease and verify that the tenant meets the active employment requirements and are providing a fair and affordable rental rate.

Current Grand County deed restriction statistics:

- There are currently 14 HDHO units being occupied and monitored by HASU which are a mix of owned and rental properties. At least 40 more units are to be completed in the next year. In total, the anticipated number of units in the HDHO zone is 286.
- Grand County employment verification must be processed for each adult individual occupying an HDHO unit, therefore;
 - In just a year or two, there could be up to or more than 600 individuals' annual recertification to be processed by the HASU administrator depending on occupancy numbers (as up to 5 non-related adults are allowed to live in an HDHO unit per the Rules and Regs).



- Arroyo Crossing currently has 17 occupied units and will ultimately have 300 units that are deed restricted for primary working residents of Grand County that must be monitored. The MACLT ground lease requires annual compliance reports from each individual homeowner and renter.

The current way in which compliance is being handled is through a pen-and-paper mailing service. Even in its early stages, this has been moderately effective in small numbers, but some HDHO units have fallen through the cracks between individuals moving without notifying HASU or not completing their required paperwork. With this current method, it is the onus of the deed restriction administrator to maintain detailed records of re-evaluation dates and deadlines. As units in the HDHO zone increase, it becomes increasingly difficult to maintain organization and oversight of the deed restrictions to ensure that occupancy of these properties are complying with Grand County Workforce Housing definitions.

Through demos of the Rock Solid software, it is apparent that a system like this will be extremely beneficial to monitoring and maintaining Grand County deed restrictions. Through this system, occupants will be able to log-in through a citizen portal and submit their HDHO verification applications directly through the site. On the backend, administrators have a dashboard in which they see all documents and applications that are submitted and can process applications and communicate with the users. Occupants receive automatic emails reminding them of their recertification needs and deadlines; eliminating the room for error of missing a reevaluation or application.

The implementation of this system will streamline the backend compilation of deed restrictions in Grand County, and HASU and MACLT believe that this could be an effective steppingstone toward establishing a robust County-wide deed restriction program in which current homeowners can opt to place a deed restriction on their home that requires the next occupants to be actively employed in Grand County. This is an effective tool to ensure existing housing stock is being kept within the local community. We are confident that this program would garner extensive support from homeowners who wish to preserve their home for future local workforce.

For more information on specifics about the Rock Solid system, please read the proposal provided by the sales representative attached to this summary or reach out with any questions.

Best regards,



Laura Harris
Development Specialist

Housing Authority of Southeastern Utah

