

BOUNTIFUL REDEVELOPMENT AGENCY

Meeting Minutes of: Tuesday, November 13, 2018

Location: City Council Chambers, Bountiful City Hall, 790 South 100 East, Bountiful, Utah

Present: Chairman – Randy Lewis; Board Members – Kendalyn Harris, Richard Higginson, John Marc Knight and Chris R. Simonsen; City Manager – Gary Hill; City Attorney – Clinton Drake; Redevelopment Director – Chad Wilkinson; City Engineer – Lloyd Cheney

1. Chairman Randy Lewis opened the meeting at 8:35 p.m. and welcomed those in attendance.
2. **Consider approval of minutes for June 12, 2018.**

Mr. Higginson made a motion to approve the minutes for June 12, 2018. Ms. Harris seconded the motion.

 A Mr. Lewis
 A Ms. Harris
 A Mr. Higginson
 A Mr. Knight
 A Mr. Simonsen

Motion passed 5-0.

3. **Consider approval of finalist for purchase and preservation of the Historic Day-Mabey Home located at 73 West 100 North, Bountiful.**

Redevelopment Director Chad Wilkinson presented a summary of the staff report (the full staff report follows).

The Redevelopment Agency purchased the property at 73 West 100 North on December 5, 2016 for the purpose of creating additional parking to support downtown redevelopment efforts. The property has an existing residence that was constructed between 1903 and 1906 and is identified as the Day-Mabey home in the Bountiful Historic District inventory. The residence is in disrepair and earlier in the summer the RDA received complaints from adjacent property owners related to use of the property by transients. Bountiful Police removed the individual who was using the rear of the property as a temporary living area and the City initiated efforts to remove the buildings on the site in order to prevent future impacts to adjoining properties from what had become an attractive nuisance.

As a routine part of the demolition process, the City building department notified the Bountiful Historic Society of the pending demolition. The Historic Society expressed concern with the demolition of the home and asked the City to postpone the demolition.

While the City has no regulation preventing the demolition of an historic home, it was determined to be worthwhile to look at other options prior to demolishing the building.

After reviewing options available for preserving the existing home, the RDA Board directed staff to issue a request for proposals (RFP) in order to solicit offers for the purchase and renovation of the residence. Notice of this RFP was sent to members of the Bountiful Historical Preservation Foundation, and was published in the newspaper and posted to the City website. The City received two proposals by the November 1st deadline: one from Brian Knowlton representing Knowlton General and one from Michael and Kristan Crouch.

The RFP included the following five evaluation criteria to be used in selecting a finalist for purchase of the property:

1. The respondent’s proposed use of the property.
2. The area of the lot proposed for purchase.
3. Proximity of the subject property to other land already owned by the respondent.
4. The respondent’s ability, capacity, skill and financial capability to complete renovation of the home in a timely manner.
5. Proposed purchase price.

The City was fortunate to receive two very good proposals. Both proposals were submitted by individuals/companies with experience in renovating historic properties and both submitters appear to have the financial and technical capability to complete renovation/restoration of the home in a timely manner. Where the proposals differ is the proposed use and the size of the property requested. The Crouch proposal indicates a proposed use as an office with the need for approximately 4,200 square feet of lot area. Since the Crouch family owns and operates their business from the adjacent property they are able to propose a smaller lot area for purchase that could be combined with their existing property through a property line adjustment. Mr. Knowlton proposes a single family residential use for the property and seeks 8,000 square feet in order to create a compliant residential lot meeting the standards of the downtown zone. The following table summarizes the proposals:

	Knowlton	Crouch
Offer price	\$146,000	\$63,000
Area proposed for purchase	8,000 sf	4,260 sf
Offer price per SF	\$18.25	\$14.78
Owns property adjacent	No	Yes
Demonstrated ability to restore historic properties	Yes	Yes
Proposed use	Residential	Office
Stated financial capability	Yes	Yes

One of the stated objectives of the RFP was to “Preserve the maximum amount of property for future parking to support the economic development of Downtown Bountiful.” Both proposals include viable plans for restoration of the property. However, the Crouch proposal would preserve more property for downtown parking. Because the property boundaries could be easily adjusted to include the home within the existing parcel to the west, the sale could be limited to only those portions needed to provide adequate setbacks for the home. This limited purchase area would be ideal and in keeping with the RDA plans for the property. The Crouch family are the neighboring property owners and have a strong vested interest in maintenance of the property. In addition, because the home would become a part of their overall property, they would retain ownership of the building after restoration which would increase the likelihood of long-term maintenance of the building. While the per square footage price of the offer submitted by the Crouch family is lower than that offered by Mr. Knowlton, the prospect of retaining additional property for parking means that the Crouch proposal is more consistent with the original plan for the property and the goals and objectives of the RDA with regard to the downtown. Both offers exceed the per square foot price paid by the RDA. For these reasons, RDA staff recommends that the Council select the Crouch family as the finalist to move forward with negotiations on purchase of the property and to finalize details for an agreement for completion of the renovation of the home. As stated in the RFP, if the RDA and the Crouch family are not able to come to an agreement on the details of the purchase and renovation of the home, the RDA will move to negotiations with the respondent in the second selection spot.

The proposed purchase offer would leave sufficient area to construct additional needed parking on the property while preserving and restoring the historic home. This would be a positive impact for the Downtown zone.

Mr. Wilkinson recommended that the Redevelopment Agency Board approve Michael and Kristan Crouch as the selected finalist and authorize staff to begin negotiations on final price and terms of an agreement for purchase and restoration of the Day-Mabey Home. The final approval of a purchase and restoration agreement will come back to the RDA board for approval at a future meeting.

The board members had several questions and comments. Mr. Knight commented that the board was very clear when the property was purchased in 2016 that it would be used for additional parking to support downtown redevelopment efforts. Ms. Harris inquired regarding parking possibilities with the Crouch family proposal, and Mr. Wilkinson outlined potential parking. Chairman Lewis inquired regarding public availability under each proposal, and Mr. Wilkinson responded that a single family use would less likely allow for public availability (for historical purposes) versus office use. Mr. Knight asked if demolition of the house would be an option using either proposal, and Mr. Wilkinson responded that demolition would not be allowed to happen. Mr. Wilkinson explained that parking plans might be modified in order to meet legal requirements for setbacks, but that the goal will be to maximize the area to be utilized for parking and that could have an impact on the actual purchase price. Mr. Wilkinson noted that the city desires the selected finalist be comfortable with a completion deadline date as part of the terms of the agreement. Ms. Harris inquired regarding possible changes in square footage for parking, and Mr. Wilkinson explained that

setbacks might require modifications on the proposed parking area. Ms. Harris asked for clarification regarding Mr. Knowlton's area proposed for purchase, and Mr. Wilkinson explained that because Mr. Knowlton does not own property adjacent to the Day-Mabey Home that Knowlton would have to create a new minimum sized lot. Mr. Knight asked regarding the necessity of a quit claim deed, and Mr. Wilkinson explained that the City would need to come up with whatever would be required. A discussion ensued regarding possible future change of purpose for the property, and Mr. Wilkinson noted that the business office use would provide for the best likelihood of long-term maintenance of the home. Mr. Knight asked if there would be restrictions included in the agreement, and Mr. Drake explained that there would be a number of restrictions utilized to ensure that the property is utilized the way the finalist proposes to use it. Mr. Drake explained that the city would draft a special warranty deed or a quit-claim deed. Mr. Simonsen clarified that the end result would be one piece of property with two or three buildings on it. Mr. Higginson complimented Mr. Wilkinson on the process for the purchase and preservation of the Day-Mabey Home.

Mr. Lewis made a motion for approval of Michael and Kristan Crouch as finalists for purchase and preservation of the Historic Day-Mabey Home located at 73 West 100 North, Bountiful. As part of the approval, Mr. Higginson requested that as setbacks are calculated that the city endeavor to retain as much property as possible. Mr. Higginson seconded the motion with the modification.

- A Mr. Lewis
- A Ms. Harris
- A Mr. Higginson
- A Mr. Knight
- A Mr. Simonsen

Motion passed 5-0.

Mr. Wilkinson noted that if the city cannot come to terms with the Crouch family on their proposal, then the Knowlton proposal would then be taken into consideration. Mr. Simonsen asked if a plaque or monument would be placed at the restored home, and Mr. Wilkinson said that was the hope for this project. Michael and Kristan Crouch were in attendance and stated that they would be happy to include a plaque on the front of the building. Mr. Lewis noted that the city is thrilled about the project.

4. **RDA Director's report and miscellaneous business.**

Mr. Wilkinson reported that all RDA loan payments are current. Mr. Wilkinson also noted that next month he will meet with the Downtown Merchants to discuss Davis County's grant program for façade removal for a selected business in historic downtown. The County has given the City \$25,000 with the City's promise to match the amount. Ms. Harris asked about the process for choosing which business would be awarded the façade removal grant, and Mr. Wilkinson explained that there will be an application process and that the façade removal project must be completed in a year's time. Mr. Lewis noted that this is through the Davis

Fund Board and that Bountiful and Clearfield were selected as the first two cities to participate as an experiment of sorts.

Mr. Knight made a motion to adjourn the RDA meeting. Mr. Higginson seconded the motion.

A Mr. Lewis
A Ms. Harris
A Mr. Higginson
A Mr. Knight
A Mr. Simonsen

Motion passed 5-0.

The meeting was adjourned at 8:55 p.m.


Chad Wilkinson, Redevelopment Director