



Sandy City, Utah

10000 Centennial Parkway
Sandy, UT 84070
Phone: 801-568-7141

Meeting Agenda

City Council

Ryan Mecham, District 1
Alison Stroud, District 2
Zach Robinson, District 3
Marci Houseman, District 4
Aaron Dekeyzer, At-large
Brooke D'Sousa, At-large
Cyndi Sharkey, At-large

Tuesday, April 2, 2024

5:15 PM

City Hall & Online

Council tour will begin at 5:15PM and the in-chambers portion of the meeting will begin at 6:30PM

Web address to view complete packet: <http://sandyutah.legistar.com>

This meeting includes a council tour from 5:15-6:30PM, following the tour the remainder of the agenda will be completed in the City Council Chambers beginning at 6:30PM.

This Council Meeting will be conducted both in-person, in the Sandy City Council Chambers at City Hall, and via Zoom Webinar. Residents may attend and participate in the meeting either in-person or via the webinar link below. Virtual participation is offered as a courtesy. If for any reason the virtual meeting is inoperable, virtual attendees are encouraged to instead attend in-person. The meeting will be held regardless of the availability of a virtual option.

Register in advance for this webinar:

https://us02web.zoom.us/webinar/register/WN_Is9eSIUFTJiINieE-hJluA

After registering, you will receive a confirmation email containing information about joining the webinar.

Or listen by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or +1 669 444 9171

Webinar ID: 871 7264 4499

Passcode: 602748

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Council Office at 801-568-7141.

5:15 Tour - City Public Works Project

Members of the public who would like to participate in the tour are welcome to join at the tour locations, but must provide their own transportation, the locations and approximate times for each stop are as follows:

1. 9400 South 500 West: 5:20 - 5:35
2. 9200 South Monroe Plaza Way: 5:35 - 6:05
3. 9400 South 700 East: 6:05 - 6:20

1. [24-129](#) City Council tour of Public Works construction projects within Sandy, hosted by the Public Works Department.

Attachments: [Field Trip Schedule and Project Info](#)
[9400 S 500 W Overview](#)
[East Jordan Canal Trail Overview](#)
[Monroe Phase VI Overview](#)
[9400 S 700 E Overview](#)

6:30 Council Meeting

Prayer, Pledge of Allegiance, and Introductions

General Citizen Comment Period (No earlier than 6:30 PM)

The General Citizen Comment period is the time set aside for the public to comment on any City business, including any item listed on tonight's agenda. General Citizen Comment will begin no earlier than 6:30 PM. Citizen comment will also be taken during each Council Voting Item and each Public Hearing Item for comments related to those items.

Each speaker is allowed three minutes during each comment period. A speaker may comment during multiple comment periods, so long as the topic of the comment is different each time. No speaker will be permitted to comment more than once during any individual comment period.

Speakers wishing to comment live should attend the meeting in person or access the meeting virtually via the Zoom Webinar link. The call-in number is generally for listening only. You may also leave a written comment by emailing CitizenComment@sandy.utah.gov.

Council Business

Informational Items

2. [24-130](#) First Reading: Council Members Aaron Dekeyzer and Brooke D'Sousa presenting an overview of proposed amendments to guest house regulations.

Attachments: [Guest Houses Memo_Final.pdf](#)

Public Hearing Items

3. [24-132](#) Community Development Department presenting the 2024 Annual Action Plan for the use of CDBG funds as recommended by the Citizen Advisory Committee.

Attachments: [2024 Annual Action Plan-draft \(CDBG\)](#)
 [Presentation-2024 CDBG Annual Action Plan](#)

Consent Calendar

4. [24-133](#) Approval of the March 12, 2024 Draft Minutes

Attachments: [March 12, 2024 Draft Minutes](#)

Standing Reports

Agenda Planning Calendar Review & Council Office Director's Report

Council Member Business

Mayor's Report

CAO Report

Adjournment



Staff Report

File #: 24-129, **Version:** 1

Date: 4/2/2024

Agenda Item Title:

City Council tour of Public Works construction projects within Sandy, hosted by the Public Works Department.

Presenter:

Ryan Kump, City Engineer

Description/Background:

Bus for Council and city personnel will leave from City Hall at 5:15 P.M. The Public Works Department will brief the Council on various constructions projects within the City, and discuss scope, funding, schedules, and other information. See the tour schedule attached to this item for more information.

The tour includes three stops, with approximately 15-30 minutes scheduled at each stop. The locations of the tour include:

1. 9400 South 500 West
2. Monroe Phase V1 and Salt Lake Jordan/ East Jordan Canal Trail (9200 South Monroe Plaza Way)
3. 9400 South 700 East

Please note that the times scheduled for each stop are approximate and may be subject to change. For any questions or additional information, please contact the City Engineer, Ryan Kump, at (801) 568-2962.

Members of the public who would like to participate in the tour are welcome to join at the tour locations, but must provide their own transportation.

The tour will conclude at 6:30 P.M., and the Council will resume the meeting in the City Council Chambers for the remaining agenda items.



MICHAEL GLADBACH
PUBLIC WORKS DIRECTOR

MONICA ZOLTANSKI
MAYOR

SHANE E. PACE
CHIEF ADMINISTRATIVE OFFICER

City Engineer Field Trip Schedule

April 2nd, 2024

The Sandy City Public Works Department will be conducting a field trip to observe construction projects within the city. We will be visiting the following locations:

1. 9400 S 500 W

- Time: 15 minutes
- Address: 9400 S 500 W, Sandy, UT
- Contractor: Lyndon Jones Construction
- Schedule: April '24 – October '24
- Project Cost \$2.0M
- Funding Source: Sandy City Capital Project
- Scope: One full parcel acquisition and right-of-way strip property from 3 additional parcels. Widen to full intersection, align east/west legs. Install new traffic signal, repave Sandy Parkway to the South Jordan border.

2. Monroe Phase VI & Salt Lake Jordan/East Jordan Canal Trail

- Time: 30 minutes
- Address: 9200 S Monroe Plaza Way
- Contractor: ACME – Box Culvert; North roadway segment to be advertised in April
- Schedule: Box Culvert Nov '23 – March '24; North Roadway May '24 – Nov '24
- Project Cost \$13.5M (Includes financing costs; project budget \$11.1M)
- Funding Source: State Transportation Bill line item - \$900K for 15 years
- Scope: 10 partial parcel acquisitions. Canal crossing, new water, storm drain, other utility lines. Relocate America First Field parking lot, build new roadway from 9100 S to 9400 S.

3. 9400 S 700 E

- Time: 15 minutes
- Address: 9400 S 700 E, Sandy, UT
- Contractor: ACME Construction Inc.
- Schedule: February '24 – June '24
- Project Cost \$2.8M
- Funding Source: WFRC CMAQ
- Scope: Obtain right-of-way strip property from 4 parcels and widen and install dual left turns from 9400 South to 700 East in both directions to alleviate the PM Peak Westbound to Southbound turning movements.

Please note that times are approximate and may be subject to change. For any questions or additional information, please contact the City Engineer, Ryan Kump, at (801) 568-2962



SANDY CITY PUBLIC WORKS

MICHAEL GLADBACH
PUBLIC WORKS DIRECTOR

MONICA ZOLTANSKI
MAYOR

SHANE E. PACE
CHIEF ADMINISTRATIVE OFFICER

In addition to these locations, other projects that are targeted for construction in 2024, but will not be visited, include:

1. Willow Creek Bridges Replacement Project

- Contractor: Pride Construction
- Schedule: March '24 – March '25
- Project Cost \$5.3M
- Funding Source: Bridge Formula Program (Federal) with \$800K local match
- Scope: 8 partial parcel acquisitions. Remove and rebuild two bridge structures over Little Cottonwood Creek. Full utility relocate/rebuilds associated with project.

2. 9000 S 700 W Intersection Widening

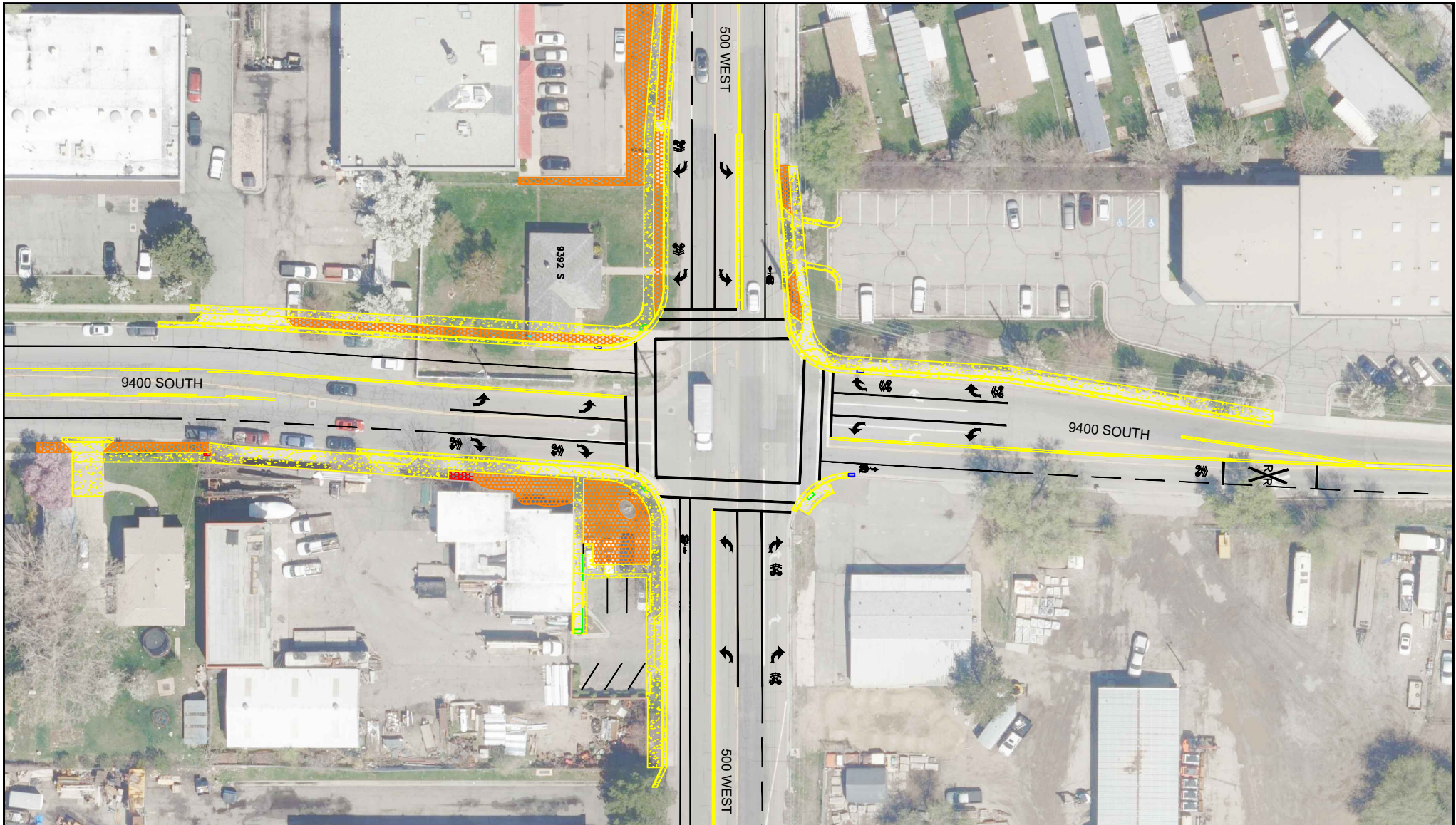
- Contractor: Dry Creek Construction
- Schedule: Oct '23 – Mar '25
- Project Cost \$7M
- Funding Source: State line item added to existing UDOT project.
- Scope: Widen the north leg of 700 W to accommodate future development and growth in Sandy and Midvale. The intersection widening was added to an existing UDOT project (9000 S Widening) as a state line item to assist Midvale and Sandy. Otherwise, this would have been a locally funded stand-alone project.

3. Bryce Drive Sidewalk Project

- Contractor: TBD
- Schedule: Aug '24 – Oct '24
- Project Cost \$250K
- Funding Source: Sandy City Capital Project
- Scope: Install 6' sidewalk adjacent to curb in front of 10 parcels. West side of Bryce Drive only. Will require Temporary Construction Easements (TCE) and removal of mature landscaping/trees/fencing, as well as reconstruction of driveways. Currently in design and acquisition.

4. Churchill Downs/Longdale Drive Reprofilng

- Contractor: TBD
- Schedule: Aug '24 – Oct '24
- Project Cost \$200K
- Funding Source: Sandy City Capital Project
- Scope: Reprofile the intersections of Longdale/1300 East and Churchill Downs/Bay Meadows. Will require 4 TCE's and reconstruction of fencing due to new elevations.



1" = 60'

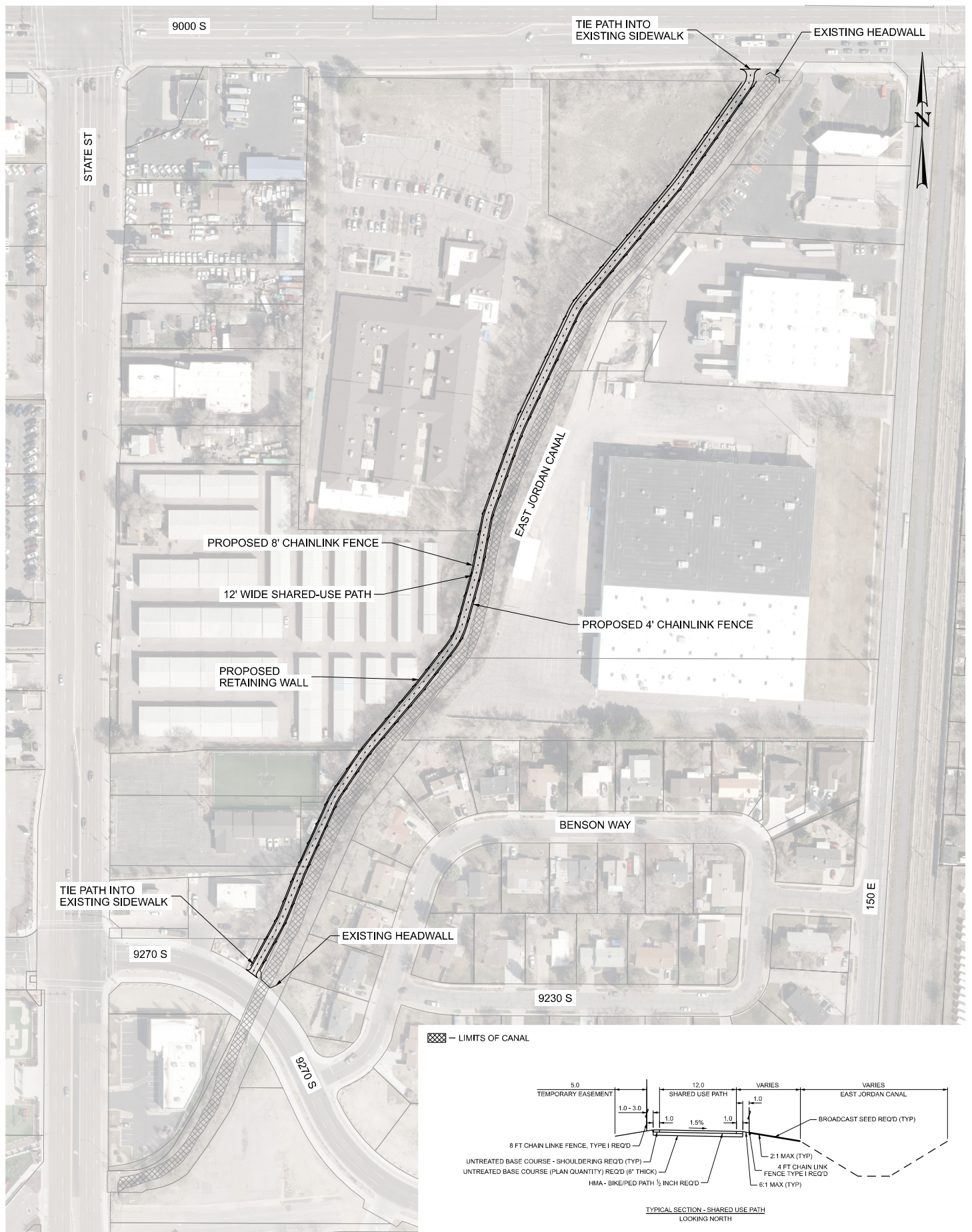
SANDY CITY PUBLIC WORKS
8775 S 700 W, SANDY, UT 84070



9400 SOUTH 500 WEST

INTERSECTION WIDENING PROJECT

DRAWING TITLE: CONCEPT PLAN	
DRAWN BY: KR	DATE: MARCH 2024
CHECKED BY: RK	JOB NO.:
APPROVED BY: RK	SHEET 1 OF 1



PIN: NNNNN
PROJECT NO. XXXXXX

SANDY EAST JORDAN CANAL TRAIL SHARED-USE PATH
Agenda Packet 8 of 67

SHEET NO.
1 OF 1

OWNER:
Sandy City Corporation
Engineering Department
Public Works
8775 South 700 West
Sandy, UT 84070

CONTACT:
PM: ZACK ANDRUS
PH: 801-568-2999

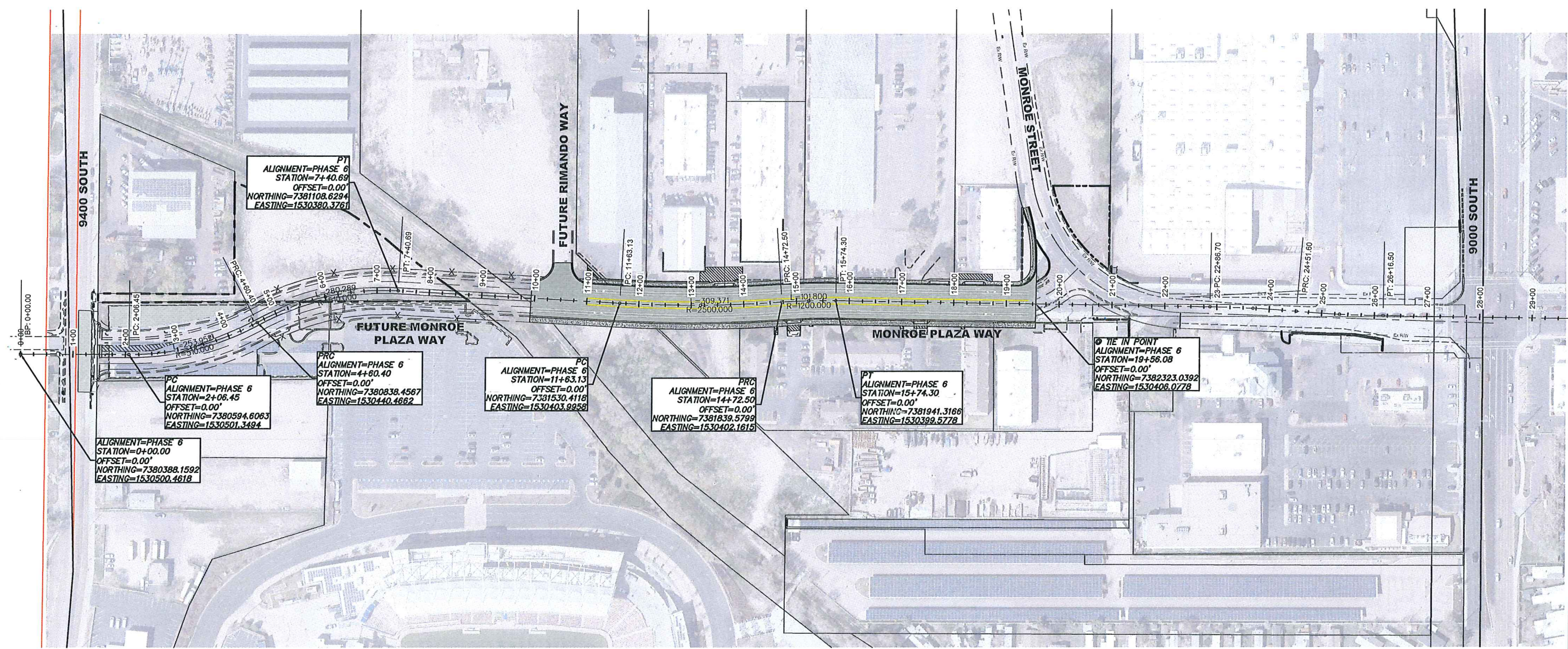
MONROE PLAZA WAY
ROAD IMPROVEMENTS PROJECT
MONROE STREET TO RIMANDO WAY
SANDY CITY

REVISIONS		
NO.	DATE	DESCRIPTION

Designed By: TT
Drawn By: RR
Date: 2024-02-28
Checked By: RK

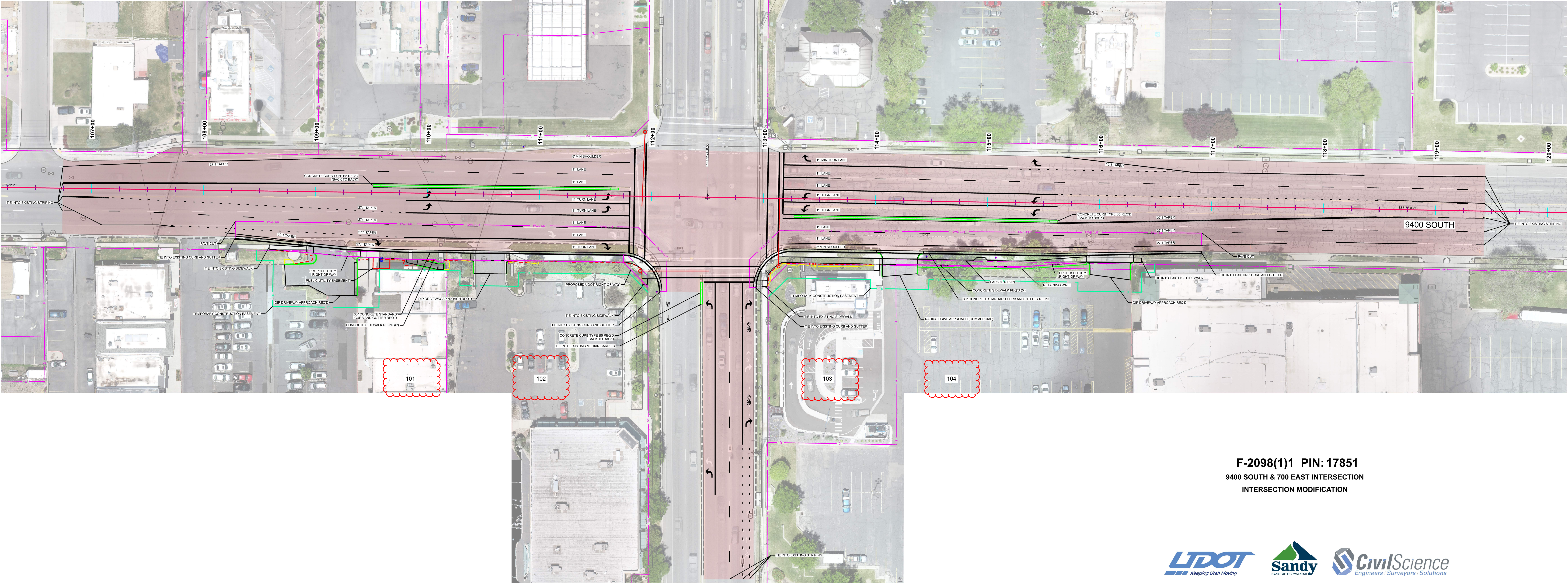
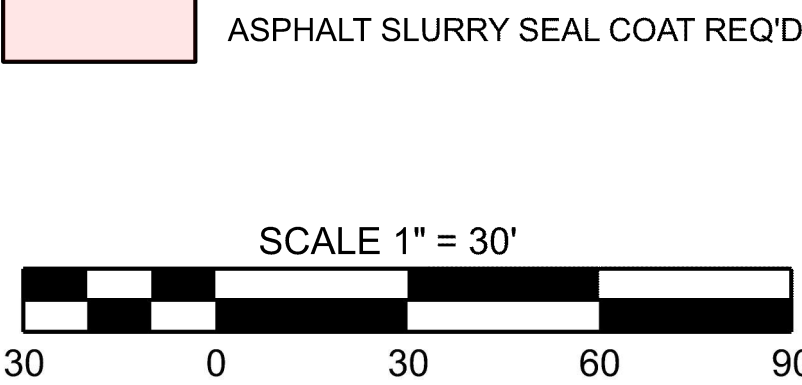
DRAWING TITLE
**HORIZONTAL
CONTROL
PLAN**

DRAWING NUMBER
HCP-01



NOTES:

- 1. REMOVE DUTCH BROTHERS SIGN AND SIGN FOUNDATION. SALVAGE SIGN TO DUTCH BROTHERS. REINSTALLATION OF SIGN TO BE COVERED BY COST TO CURE.
- 2. REMOVE WALGREENS SIGN AND SIGN FOUNDATION. SALVAGE SIGN TO WALGREENS. REINSTALLATION OF SIGN TO BE COVERED BY COST TO CURE.
- 3. ALL PRIVATE LANDSCAPE IMPACTS TO BE COVERED BY COST TO CURE.



F-2098(1)1 PIN: 17851
9400 SOUTH & 700 EAST INTERSECTION
INTERSECTION MODIFICATION



Staff Report

File #: 24-130, **Version:** 1

Date: 4/2/2024

Agenda Item Title:

First Reading: Council Members Aaron Dekeyzer and Brooke D'Sousa presenting an overview of proposed amendments to guest house regulations.

Presenter:

Council Member Aaron Dekeyzer
Council Member Brooke D'Sousa

Description/Background:

Our intention is to explore the benefits of changing our municipal accessory dwelling unit regulations to allow for detached guesthouse rentals and the positive impact it can have on property owners and the broader community amidst the affordable housing crisis. Please review the attached memorandum and map for an overview of our proposal.

Further action to be taken:

After gathering feedback from the Council, Council Members Dekeyzer and D'Sousa will work with council and city staff to produce redline amendments to our current ordinance in line with their recommendations. This proposal may be brought back for a second reading during a future council meeting. As is appropriate at the time, the council may choose to move the proposal forward through the appropriate process required to amend the appropriate sections of code and/or or adopt the amendments.

Recommended Action and/or Suggested Motion:

Council Members Dekeyzer and D'Sousa are seeking council feedback on their proposal.



Sandy City Council Office

10000 South Centennial
Parkway Suite 231
Sandy, UT 84070
O | 801-568-7141
Sandy.Utah.Gov

MEMORANDUM

April 2, 2024

To: City Council Members

CC: Dustin Fratto, Council Executive Director

From: Aaron Dekeyzer, Council Member At-large
Brooke D'Sousa, Council Member At-large

Subject: First Reading: Proposing amendments to the existing regulations surrounding guesthouses

Introduction

In response to the ongoing affordable housing crisis, many municipalities across the country are reevaluating their zoning and housing policies to encourage the development of Accessory Dwelling Units (ADUs), both internal and external. Salt Lake City has incorporated an Affordable Housing Incentives Development zone into their code, and Salt Lake County is moving to allow more ADUs in unincorporated areas. Sandy City code allows for internal ADUs; however, Sandy doesn't presently allow for external ADUs outside of what our code refers to as Guesthouses. These units offer an additional housing option for residential properties.

One notable trend gaining traction is the revision of municipal ADU codes to permit detached guesthouse rentals, providing families with increased flexibility and potential income streams, which may be helpful in subsidizing their mortgages as housing costs continue to increase, while addressing the pressing need for affordable housing units. This shift not only benefits property owners by unlocking the potential of their properties but also contributes to alleviating the affordable housing shortage by expanding the available housing stock.

Our intention is to explore the benefits of changing our municipal ADU codes to allow for detached guesthouse rentals and the positive impact it can have on property owners and the broader community amidst the affordable housing crisis. We look forward to hearing your questions, collaborating for a more specific and nuanced code, and incorporating your feedback into a second reading.

Background Information

The Land Development Code of Sandy City describes three types of Accessory Dwelling Units (ADU's):

- **Accessory Apartment** - A housing unit which is self-contained but incorporated within an existing structure that is designed as a single-family dwelling and will not substantially alter the

structure or the appearance of the structure.

Simplified Definition: Additional living facilities (kitchens, bathrooms, bedrooms, etc.) that make up a separated, but attached, second housing unit incorporated within an existing single-family dwelling (may be rented).

- **Extended Living Area** - Additional and accessory living facilities within a dwelling structure with kitchen, bathroom, and sleeping areas designed for temporary use by extended family members for medical or economic reasons on a non-rental basis and in compliance with standards as set forth in this title. The term "extended living areas" also includes additional family kitchens or kitchenettes and living quarters for domestic staff or other personnel typically employed in household maintenance

Simplified Definition: Additional living facilities incorporated within an existing single-family dwelling (may not be rented).

- **Guesthouse** – A detached living quarters located within an accessory structure that is subordinate to, and located on the same premises with, a primary dwelling, occupied solely by members of the family and temporary guests on a non-rental basis.

Simplified Definition: Additional living facilities, excluding a kitchen, that make up a detached structure on the same premises of an existing single-family dwelling (may not be rented).

As presently written Chapter 21-11-1 of Sandy Municipal Code ("the code") places various restrictions on the three types of ADU's described above. Focusing on guesthouses, the code requires, among other things, that guesthouses shall:

- Only be approved on a lot equal to or greater than 20,000 square feet.
- Be no larger than 400 square feet.
- Be limited to a single story.
- Have no basement.
- Have no more than one bedroom.
- Have no full-size kitchen facilities.
- Only be used by non-paying guests.

Overview of Recommended Amendments

We would like to continue working with council and administrative staff to explore in more detail amendments to our existing guesthouse regulations that will allow them to operate more similarly to accessory apartments. We feel that this option will improve the private property rights of our residents by both increasing opportunities to build a guesthouse and increasing residents flexibility to determine the use of their guesthouse. We propose that the Council explore the following amendments to our current guesthouse regulations:

- Expanding the number and type of lots where guesthouses are allowed.
 - We propose a process where approval is based upon the percentage of a lot that is not built upon and not the overall square footage of the lot.

- Expanding the allowable size of guesthouses.
 - Possibly a scale based upon the percentage of a lot that is built upon.
- Allow guesthouses to have basements and/or a second story.
- Allow guesthouses to contain more than one bedroom.
- Allow guesthouses to contain one full sized kitchen.
- Allow guesthouses to be rented.

Conclusion

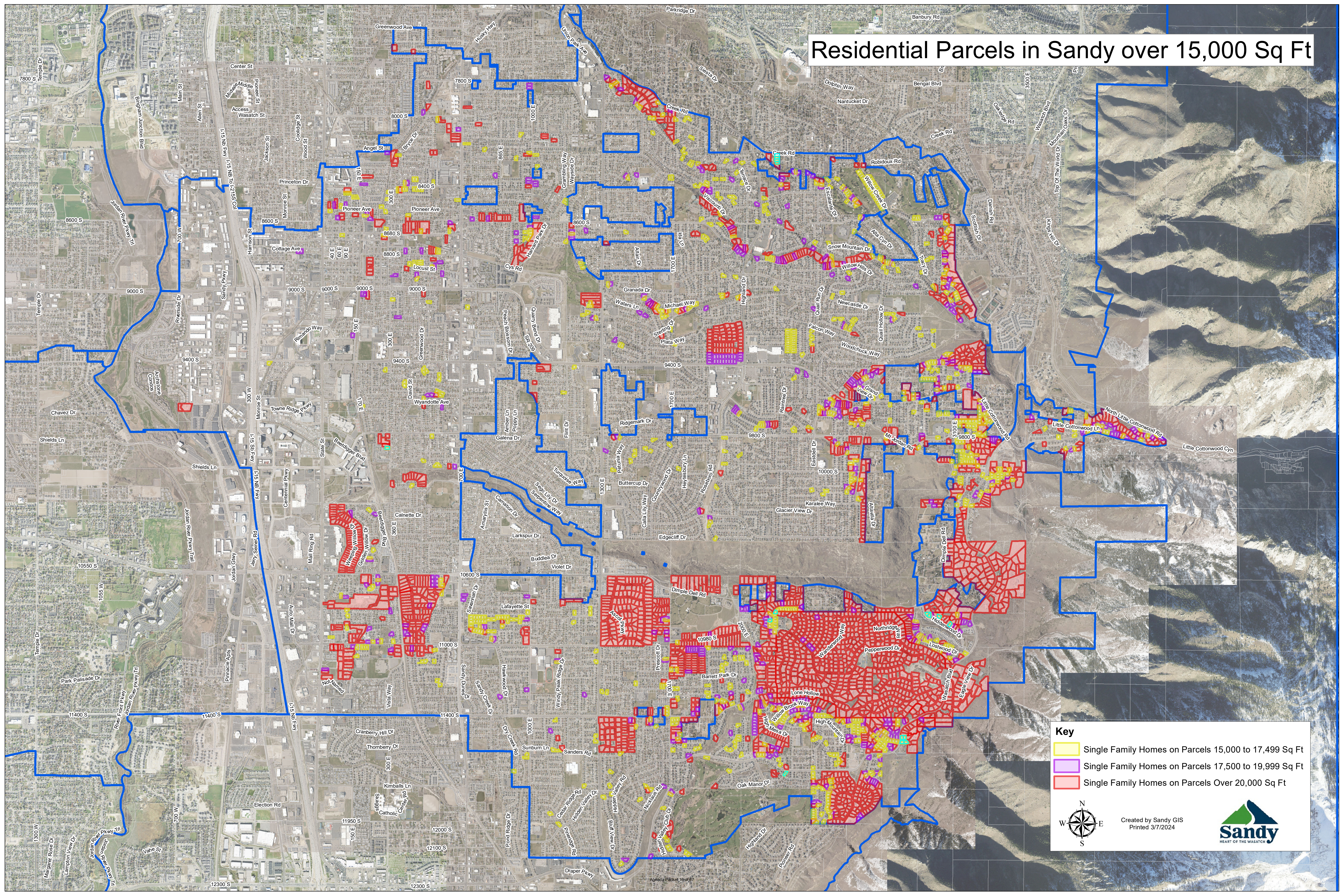
Tonight, we're requesting that the council provide feedback on our proposal. We will then take your feedback and work with staff to bring back a final proposal during a second reading. Should the Council decide to move forward with our final proposal during the second reading, city staff will then take the necessary steps to amend the Land Development Code.

Exhibit "A"

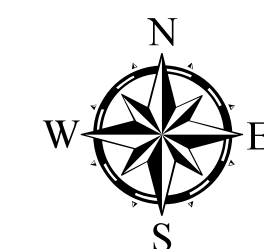
(See next page for map of properties with lots over 15,000 sq ft)

Number of Properties by Lot Size
15,000 to 17,499 sq ft - 839 Properties
17,500 to 19,999 sq ft - 438 Properties
>/= 20,000 sq ft - 2,173 properties

Residential Parcels in Sandy over 15,000 Sq Ft



- Key**
- Single Family Homes on Parcels 15,000 to 17,499 Sq Ft
 - Single Family Homes on Parcels 17,500 to 19,999 Sq Ft
 - Single Family Homes on Parcels Over 20,000 Sq Ft



Created by Sandy GIS
Printed 3/7/2024





Staff Report

File #: 24-132, **Version:** 1

Date: 4/2/2024

Agenda Item Title:

Community Development Department presenting the 2024 Annual Action Plan for the use of CDBG funds as recommended by the Citizen Advisory Committee.

Presenter:

Jake Warner, Long Range Planning Manager

Description/Background:

Sandy City is an annual grantee of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). HUD requires that the City submit a strategic plan (Consolidated Plan) every five years and an Annual Action Plan (AAP) every year. The Consolidated Plan identifies needs and goals. The City adopted a Consolidated Plan in 2020. The Annual Action Plan identifies projects, and the associated funding, that are being funded during a program year (July 1-June 30) to address the needs and achieve the goals of the Consolidated Plan.

The AAP is prepared according to the recommendation of the City's Citizen Advisory Committee ("CDBG Committee"), as required by the City's Citizen Participation Plan. The City Council has approval authority, within the regulations and requirements pertaining to the CDBG program. Following approval by the City Council, the AAP is submitted to HUD. The 2024 AAP is being presented to the City Council on April 2, 2024 to review the Annual Action Plan and to hold a public hearing. The Annual Action Plan is schedule to be presented to the City Council on April 16, 2024 for a decision.

The Citizen Advisory Committee's preparation for the 2024 program year began in September 2023 and the Committee has met monthly since then as part of the process to formulate a recommendation. The Committee held a public hearing on September 20, 2023 to consider needs in the community. The Committee then prepared a funding request application and established application review criteria. Funding request applications were accepted through January 16, 2024. The Committee reviewed funding request applications and potential City projects. On March 27, 2024, the Committee finalized it's recommendation for projects and funding allocations to be incorporated in the proposed 2024 AAP. The Committee's recommendation includes \$48,750 for public services, \$184,234 for housing activities, \$40,000 for public facilities and infrastructure, and \$58,023 for program administration/eligible planning activities.

HUD has not yet issued CDBG awards amounts for the 2024 program year, however the deadline to submit the Annual Action plan to HUD is May 15, 2024. While HUD may extend the submittal deadline, it has not done so yet. City staff and the Citizen Advisory Committee have prepared the 2024 Annual Action Plan based on an estimated grant amount of \$325,000. The Citizen Advisory Committee's recommendation includes conditions to make adjustments to recommended funding

based on the actual grant amount.

Fiscal Impact:

Sandy City received a CDBG grant of \$337,223 for the 2023 program year. Funding has decreased by approximately \$30,000 per year each year over the past two years. Staff estimates that the City will receive approximately \$325,000 in CDBG funds for the 2024 program year. The City will also be reprogramming \$6,007.76 in unused prior year funds from completed or cancelled activities. Up to 20% of the grant can be used for program administration/eligible planning activities and up to 15% can be used for public services.

Further action to be taken:

The 2024 Annual Action Plan is schedule to be presented to the City Council on April 16, 2024 for a decision. Following approval by the City Council, Staff will finalize the necessary documents for submittal to HUD. HUD is required to review and approve the submitted documents prior to availability of grant funds. Staff will prepare environmental review records and subrecipient agreements/contracts for approved projects.

Recommended Action and/or Suggested Motion:

Staff recommends that the City Council hold a public hearing as required by HUD regulations.

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

This document, the 2024 Annual Action Plan (AAP), is the fifth annual action plan of the Sandy City 2020 Consolidated Plan. It represents the goals and objectives of the 2020 Consolidated Plan that will be pursued through projects funded by CDBG funds for the 2024 program year (7/1/2024-6/30/2025).

Sandy City, in partnership with the U.S. Department of Housing and Urban Development (HUD), administers the Community Development Block Grant (CDBG) for the benefit of the City's residents. Any city that receives funding from HUD's grant programs (CDBG, HOME, ESG, and/or HOPWA) is required to have a five-year consolidated plan in place. A consolidated plan identifies needs throughout the community and the goals and objectives that will be utilized to address those needs. Projects to carry out those goals and objectives, including funding amounts, and expected benefits, are described in annual action plans.

In addition to directly administering CDBG, Sandy City is indirectly involved with the HOME program as a member of the Salt Lake County HOME Consortium. Salt Lake County acts as the lead agency for administration of the Consortium's HOME funds. As the lead agency, Salt Lake County's Consolidated Plan addresses the Consortium's HOME program. Due to the relationship that each Consortium member has through the HOME Consortium, the Salt Lake County Consolidated Plan acts as an umbrella plan. Consortium members prepare individual Consolidated Plans to address the HUD programs that each member administers. Those individual plans are included as subsections in the Salt Lake County Consolidated Plan. The Sandy City Consolidated Plan is that subsection that addresses the City's administration of the CDBG program. The Sandy City Consolidated Plan was updated in 2020 and covers the program years from 2020-2024.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The 2024 Annual Action Plan intends to implement the goals and objectives established in the 2020 Consolidated Plan. Those goals and objectives are as follows:

1. Public Services – Support public services that serve life-sustaining and well-being needs

- Support services providing basic life needs
- Support mental health services and programs
- Encourage services that provide for senior needs
- Support the unique needs of vulnerable and special populations
- Expand access to services that improve the well-being of all residents

2. Homeless Services – Reduce homelessness and the impacts of homelessness

- Support programs and services that help to prevent homelessness
- Encourage education and training that help individuals regain self-sustainability
- Support transitional and permanent housing solutions
- Support programs that serve basic needs of homeless

3. Housing – Expand housing affordability

- Maintain existing housing
- Increase access to affordable housing
- Support aging in place and housing options for seniors
- Improve safe, health, and efficient housing

4. Community Development – Promote viable neighborhoods

- Correct deficiencies and generally improve accessibility
- Encourage the development and improvement of community assets
- Ensure that community services are available to all residents

5. Public Facilities – Support the safety, accessibility, and availability of safe public facilities

- Support regional facilities that provide resources and services to residents
- Support local public facilities

6. Virus Response-Mitigate virus impacts

- Provide assistance to serve increased needs of families and individuals
- Assist subrecipients in safely providing benefits
- Support struggling community businesses

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

During the term of the previous Consolidated Plan (2015 Consolidated Plan), Sandy City paid off a Section 108 loan. Since the loan payoff, the City has been transitioning to focus more on additional needs and objectives in the community. The City has seen progress towards accomplishing goals through the partnerships the City has made with service providers, community partners, and other government entities. While the City has made measurable progress, the work is not done. The City intends to continue to improve in these areas over the next five-year period.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City's Citizen Participation Plan requires that the City's Citizen Advisory Committee ("CDBG Committee"), after having held a needs analysis hearing and having sought public input, prepare and present plans, as a recommendation, to the City Council for approval. The Citizen Advisory Committee is comprised of dedicated residents who represent a variety of income levels. The majority of whom represent low- and moderate-income areas, and some of whom have served on the Committee for more than a decade. The City Council has approval authority within the regulations and requirements pertaining to the CDBG program. Following approval by the City Council, the plans are submitted to HUD.

Preparation for the 2024 Annual Action Plan began in 2023 with a needs analysis public hearing held by the Citizen Advisory Committee on September 20, 2023. The Committee then reviewed needs, considered input, prepared a funding request application, and established application review criteria. Funding request applications were accepted through January 16, 2024.

After having spent a couple of months reviewing applications, the Committee finalized a recommendation for projects, and funding allocations, on March 27, 2024. The draft plan was published for a 30-day public review and comment period. A public hearing was held by the City Council on April 2, 2024 and the City Council approved the Annual Action Plan on April 16th. Representatives from XX attended the public hearing on April 2nd. The City Council recommended approval of the CDBG Committee's proposed allocation.

Section to be updated following public hearing.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The needs analysis public hearing was attended by Committee members, staff members, a Council member, non-profit representatives, and one additional resident. The non-profit representatives spoke about the needs identified by their organizations. The public hearing for the annual action plan was held

on April 2nd by the City Council. XX non-profit representatives spoke at the hearing. The City Council approved the CDBG Committees recommendation, with no changes to the proposal, on April 16th.

Section to be updated following public hearing.

6. Summary of comments or views not accepted and the reasons for not accepting them

No comments were intentionally not accepted

7. Summary

While the projects the City intends to fund during the coming program year will help to advance the goals and objectives, limited funding results in community needs that will be insufficiently funded. The City continues to strive to utilize available funds in the most effective and efficient manner possible to achieve the greatest outcomes possible.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	SANDY CITY	
CDBG Administrator	SANDY CITY	Community Development

Table 1 – Responsible Agencies

Narrative

The Community Development Block Grant (CDBG) program is administered through the Community Development Department, with oversight from the Finance Department. The City's Long Range Planning Manager serves as the CDBG Program Administrator and represents the City on the Salt Lake County HOME Consortium.

Consolidated Plan Public Contact Information

Jake Warner
Long Range Planning Manager
CDBG Program Administrator
Phone (801) 568-7262
jwarner@sandy.utah.gov

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The various coordination activities in Sandy City and Salt Lake County highlight one of the key strengths in the institutional structure. This has been particularly true in many planning processes which involved a broad base of community representatives in a process to develop a common vision and strategic plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

Coordination of resources and compilation of data for the consolidated plan was accomplished through a multi-faceted process that included public hearings, roundtables, email correspondence, document review and one-on-one meetings with affected agencies organizations. These are organizations that provide services and programs that address domestic violence victims, homelessness, healthcare, housing, childcare, home repair and rehab, mental health, and emergency food. City staff involvement in various committees, boards, and regional planning efforts also provided essential information and valuable relationships. As needs were identified throughout the process, additional organizations were consulted, and invited to submit funding request applications, that could potentially assist in addressing those needs. (Sandy City 2020 Consolidated Plan)

City Staff's ongoing involvement in various committees, boards, and regional planning efforts continues to provide valuable interaction with other government entities, housing providers, and service agencies. Staff time has intentionally been devoted to consistently participating in regular Continuum of Care meetings and new involvement in a monthly housing provider coordination meeting hosted by Neighborworks.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Continuum of Care is administered by the Salt Lake Valley Coalition to End Homelessness (SLVCEH). The coalition is a merger of multiple efforts to address homelessness. SLVCEH is led by a steering committee and supported by organizations such as Salt Lake County, Department of Workforce Services, and Shelter the Homeless. SLVCEH is leading efforts to improve data and coordination in the region.

In 2019, Utah closed a major homeless shelter that largely operated as a centralized shelter for the Wasatch Front, and opened three newly built decentralized shelters that they refer to as community resource centers. The purpose of the community resource centers is to align shelters more closely with case management through a decentralized system. There is now a separate men's center, women's

center, and combined center. A non-profit organization, Shelter the Homeless, was created to own the resource centers and provide oversight. All shelters are currently operated by The Road Home.

The City's CDBG administration staff are part of a sub-committee of the SLVCEH known as the Housing Core Function Group. The Long Range Planning Assistant attends monthly SLVCEH meetings. Meetings with SLVCEH have allowed the City's CDBG program to remain up to date with ongoing changes. The current focus of the SLVCEH is to create more housing overall. This includes both attainable housing for moderate income households as well as affordable and deeply affordable housing for low-income households. SLVCEH also focuses on supporting and enhancing homelessness prevention and intervention programs aimed at providing support to individuals and families experiencing homelessness with the community.

The City maintains a good relationship with The Road Home, who remains one of the primary homeless service providers in the region. The Road Home is typically involved in the City's consultation and coordination efforts, including public hearings or group discussions with the Citizen Advisory Committee.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City does not receive ESG funds and does not administer the HMIS program.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Housing Connect
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Sandy City had interaction with Housing Connect through regional meetings. The City also utilized Housing Connect's website. The City gained an understanding of affordable housing needs based on information from Housing Connect.
2	Agency/Group/Organization	SALT LAKE COUNTY
	Agency/Group/Organization Type	Other government - County HOME Consortium
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Salt Lake County hosts regional coordination meetings and administers the HOME Consortium. Sandy City participates in both.
3	Agency/Group/Organization	Salt Lake Valley Coalition to End Homelessness (SLVCEH)
	Agency/Group/Organization Type	Services - Housing Services-Victims of Domestic Violence Services-homeless Regional organization Continuum of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Salt Lake Valley Coalition to End Homelessness (SLVCEH) is the local Continuum of Care. Sandy City participates in regular meetings held by SLVCEH and is a member of a subcommittee.
4	Agency/Group/Organization	LEGAL AID SOCIETY OF SALT LAKE
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Legal Aid Society attended the needs analysis public hearing in preparation of the AAP. They described the services they provide and the need for their services in Sandy City.
5	Agency/Group/Organization	Odyssey House, Inc - Utah
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-homeless Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Odyssey House attended the needs analysis public hearing. They expressed a desire to work with Sandy City.
6	Agency/Group/Organization	ASSIST
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Assist attended the needs analysis public hearing. They expressed appreciation for the relationship with the City and the extend of their work in the City.

7	Agency/Group/Organization	THE ROAD HOME
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Road Home attended the needs analysis public hearing. They expressed a desire to continue working with the City to help those experiencing homelessness.
8	Agency/Group/Organization	NeighborWorks
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Neighborworks attended the needs analysis pubic hearing. They expressed that they are actively promoting their services in Sandy City.

Identify any Agency Types not consulted and provide rationale for not consulting

Sandy City also conducts regular monitoring with subrecipients, reviews funding request applications from organizations, and otherwise benefits from information from other groups not listed here. No agencies or agency types are intentionally not consulted.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Salt Lake Valley Coalition to End Homelessness (SLVCEH)	The Salt Lake Valley Coalition to End Homelessness holds monthly meetings that inform Sandy City's process to plan for the use of CDBG funds.

Table 3 - Other local / regional / federal planning efforts

Narrative

City staff's involvement in the HOME Consortium, SLVCEH, WFRC's Advisory Committee, and other regional organizations and planning efforts puts the City in contact with many organizations and other units of government. The information gained through those interactions and relationships provides valuable information that has been utilized in the preparation of this plan.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Sandy City's Citizen Participation Plan outlines the citizen participation process for consolidated plans, annual action plans, and amendments. The process, as generally outlined in the Citizen Participation Plan, includes:

- Identifying Needs
- Preparing a proposed plan
- Provide information to the public
- Provide technical assistance to those who may be interested in obtaining funding to serve low- and moderate-income persons
- Make the proposed plan available to the public
- Hold a public hearing
- Publish the final plan

A fundamental component of the City's citizen participation effect, and utilized throughout the process, is the CDBG Citizen Advisory Committee. The Committee consists of up to seven residents. As stated in the Citizen Participation Plan, "The City utilizes a CDBG Citizens Advisory Committee to review and analyze programs and services provided under the federal block grant programs." The participation process started with a public hearing held with the Committee in September of 2023 to hear comments regarding needs in the community. The Committee met monthly to help clarify community needs, develop the funding request application, review funding request applications, and prepare a proposed plan. All Committee meetings are open to the public. Agendas are made available to the public prior to the meeting, and audio of the meeting is available to the public after the meeting.

Additionally, the City Council assigns two councilmembers as liaisons to the Citizen Advisory Committee. Council liaisons have been very active with the Committee. Their involvement raises awareness of the efforts of the Committee. The City's CDBG administration staff also uses social media to spotlight agencies being funded by CDBG and to raise awareness in general of the CDBG program.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Non-targeted/broad community	Notice of a public hearing for the needs analysis. Multiple people attended.	Comments were made at the public hearing (see below) noticed by this newspaper ad. No additional comments were received.	No comments not accepted.	
2	Public Hearing	Non-targeted/broad community	Multiple people representing organizations and one resident attended the needs analysis public hearing.	Needs were identified by various non-profit organizations.	No comments not accepted.	
3	Group Emails	Organizations and individuals associated or interested in the City's CDBG program.	Various responses received, primarily questions regarding the funding request application.	Group emails were used to notify of the needs analysis public hearing, the availability of the funding request application, the application deadline and the AAP public hearing.	No comments not accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Newspaper Ad	Non-targeted/broad community	A public notice was posted for notification of the AAP public comment/review period and the public hearing. No comments were received.	Not applicable.	No comments not accepted.	
6	Internet Outreach	Non-targeted/broad community	A notice was posted on the Utah Public Notice website. No comments were received.	Not applicable	Not applicable.	
7	Public Hearing	Non-targeted/broad community	Scheduled for April 2, 2024.			

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The City participates in both the CDBG program, as a grantee, and the HOME program, as a member of the Salt Lake HOME Consortium. The City does not participate in other HUD programs. This document, the 2024 Annual Action Plan, addresses the City's administration of the CDBG program. Salt Lake County is the lead agency for the HOME Consortium, and the County's 2024 Annual Action Plan addresses the HOME program.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	325,000	0	6,008	331,008	0	This is the final year of the 2020-2024 Consolidated Plan. Annual allocation is an estimate as the City's grant award has not been published.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City does not have match requirements of the program funding or anticipated projects funded to serve community needs. The majority of community development projects directly managed by the City are leveraged through staff time and other resources funded by the general fund. Additionally, most of the City's capital projects funded by CDBG are also receiving funding from the general fund. It is likely that all public service subrecipients will be agencies that serve the region, and funds provided by the City are leveraged by other municipalities, Salt Lake County, the State, and charitable donations. This has become an important review criteria for the Citizen Advisory Committee. The City seeks for and takes advantage of additional opportunities to leverage CDBG funds.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

It is expected that many public improvement projects will involve City owned property, such as right of way or parks, in neighborhoods that qualify for funding through the low- and moderate-income area benefit national objective. The City also owns remnant parcels and has sought to acquire additional land that currently has abandoned, distressed, or problem properties throughout the city, with the objective to rehabilitate or replace with new affordable housing.

Discussion

The City continues to strive to maximize benefits to residents of the funds received within the requirements and eligibility of the CDBG program.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Support Life-Sustaining and Well-Being Services	2020	2024	Non-Homeless Special Needs		Life-Sustaining Resources and Services Well-Being Resources and Services	CDBG: \$31,750	Public service activities other than Low/Moderate Income Housing Benefit: 239 Persons Assisted
2	Minimize Impacts and Occurrence of Homelessness	2020	2024	Homeless		Homeless Resources and Services	CDBG: \$17,000	Homeless Person Overnight Shelter: 82 Persons Assisted
3	Expand Housing Affordability	2020	2024	Affordable Housing		Safe, Affordable, and Accessible Housing	CDBG: \$184,234	Homeowner Housing Rehabilitated: 39 Household Housing Unit
4	Promote Viable Neighborhoods	2020	2024	Non-Housing Community Development		Neighborhood Improvements	CDBG: \$40,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Support Life-Sustaining and Well-Being Services
	Goal Description	Funding for this goal in the 2024 program year include services for victims of domestic violence (South Valley Services, Legal Aid Society), senior healthcare (Senior Charity Care), and youth services (Sandy Club).
2	Goal Name	Minimize Impacts and Occurrence of Homelessness
	Goal Description	This goal includes activities for homeless shelter operations (The Road Home-MVP), hospice and healthcare for homeless (Inn Between), and transitional housing case management (The Road Home).
3	Goal Name	Expand Housing Affordability
	Goal Description	This goal includes services to provide housing rehabilitation, emergency home repair, and accessibility design and improvements.
4	Goal Name	Promote Viable Neighborhoods
	Goal Description	This goal includes a multi-year city project to provide park improvements (Main Street Park).

AP-35 Projects - 91.420, 91.220(d)

Introduction

For the 2024 program year, the City is allocating a total of \$331,007.76 towards projects, \$325,000 from the annual CDBG award and \$6,007.76 of prior year CDBG funds being reprogramed. Of the total amount, the City has allocated 15% to public services, 56% to housing, 12% to Public Facilities, and 18% for planning and program administration.

#	Project Name
1	Public Services - Life Sustaining and Well-Being (2024)
2	Public Services - Homeless Shelter and Services (2024)
3	Public Services - Homeless Housing (2024)
4	Housing - Rehab, Repair, and Accessibility (2024)
5	Neighborhood – Park Improvements (2024)
6	Planning and Administration

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Citizen Advisory Committee, as part of their responsibility to provide a recommendation to the City, established review criteria used to score funding request applications. Those criteria are as follows:

- The proposed project would utilize CDBG funds to benefit low and moderate income residents of the City.
- The proposed project clearly addresses Consolidated Plan goals.
- The proposed project demonstrates a collaborative effort with other organizations, leverages funding, and/or complements other programs, services, or facilities.
- The Applicant has the capacity (staff, facilities, experience, etc.) to successfully and timely complete the proposed project.
- The extent of the anticipated benefit (the combination of the # of people served and the scale of the individual benefit) is an effective use of limited funds.

Funding request applications are ranked based on the Committee's scores. The rankings are a tool used by the Committee in preparing recommended allocations.

AP-38 Project Summary
Project Summary Information

1	Project Name	Public Services - Life Sustaining and Well-Being (2024)
	Target Area	
	Goals Supported	Support Life-Sustaining and Well-Being Services
	Needs Addressed	Life-Sustaining Resources and Services Well-Being Resources and Services
	Funding	CDBG: \$31,750
	Description	This project includes activities that provide life sustaining and well-being services.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is expected that 239 individuals will be benefitted. Many of these individuals represent families that will also benefit from the associated activities.
	Location Description	Activities will occur at the facilities of those organizations being funded or at mobile clinics.
	Planned Activities	Anticipated activities include: domestic violence victim services (South Valley Sanctuary, Legal Aid Society), senior healthcare (Senior Charity Care), youth services (Sandy Club).
2	Project Name	Public Services - Homeless Shelter and Services (2024)
	Target Area	
	Goals Supported	Minimize Impacts and Occurrence of Homelessness
	Needs Addressed	Homeless Resources and Services
	Funding	CDBG: \$12,000
	Description	This project is intended to support shelter and services for homeless individuals.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 66 people will benefit from the proposed activity.
	Location Description	These activities will occur at facilities of the organizations being funded.
	Planned Activities	Planned activities include: homeless hospice and healthcare (The Inn Between), operations for a homeless shelter serving medically vulnerable persons (The Road Home-MVP).

3	Project Name	Public Services - Homeless Housing (2024)
	Target Area	
	Goals Supported	Minimize Impacts and Occurrence of Homelessness
	Needs Addressed	Homeless Resources and Services
	Funding	CDBG: \$5,000
	Description	This project is intended to support activities that help people transition out of homelessness.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 14 individuals will benefit from the proposed activity.
	Location Description	This activity is to provide case management for individuals living in four transitional housing units owned by The Road Home in Sandy City.
	Planned Activities	Planned activities include case maintenance for homeless transitioning out of homelessness (The Road Home).
4	Project Name	Housing - Rehab, Repair, and Accessibility (2024)
	Target Area	
	Goals Supported	Expand Housing Affordability
	Needs Addressed	Safe, Affordable, and Accessible Housing
	Funding	CDBG: \$184,235
	Description	This project is intended to support households preserve their existing housing by providing emergency home repairs, necessary rehabilitation, and accessibility improvements.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 39 households will benefit from the proposed activities.
	Location Description	Activities will occur throughout the City.
	Planned Activities	Planned activities include: emergency home repairs and accessibility improvements (Assist), home rehabilitation (Neighborworks, Habitat for Humanity).

5	Project Name	Neighborhood – Park Improvements (2024)
	Target Area	
	Goals Supported	Promote Viable Neighborhoods
	Needs Addressed	Neighborhood Improvements
	Funding	CDBG: \$40,000
	Description	This project includes activities to provide park improvements in Historic Sandy
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 1,000 individuals who live in the area will benefit from the proposed activities.
	Location Description	The proposed activities are expected to occur at Main Street Park in Historic Sandy.
	Planned Activities	Planned activities include improvements consistent with the Main Street Park Master Plan.
6	Project Name	Planning and Administration (2024)
	Target Area	
	Goals Supported	Not applicable
	Needs Addressed	Not applicable
	Funding	CDBG: \$58,023
	Description	This project includes those functions necessary to administer HUD programs and other eligible planning functions.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable.
	Location Description	Not applicable.
	Planned Activities	This project includes those functions necessary to administer HUD programs and other eligible planning functions.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Sandy City has been classified as an "exception" community with regards to eligible LMI areas for the use of CDBG funds. The eligible LMI areas are generally located west of 700 East street. The threshold for Sandy City is 42.77% LMI. (<https://www.hudexchange.info/programs/acs-low-mod-summary-data/acs-low-mod-summary-data-exception-grantees/>, 3/23/2023)

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City's CDBG Committee received input from the City's Public Works and Parks and Recreation Departments regarding potential projects to address needs in eligible low- and moderate-income areas in the City. The CDBG Committee discussed those needs and forwarded a recommendation for funding of proposed projects.

Discussion

Of the total funding being allocated for the 2024 program year, 12% is being allocated based on eligible low and moderate income areas.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

Utah Code requires that cities have a moderate-income housing element of their general plan to “facilitate a reasonable opportunity for a variety of housing, including moderate income housing: (A) to meet the needs of people of various income levels living, working, or desiring to work in the community; and (B) to allow people with various incomes to benefit from and fully participate in all aspects of neighborhood and community life....” (Utah Code Ann. 10-9a-403(2)(b)(i)) Pursuant to Utah State Code, Sandy City has adopted a moderate-income housing plan as an element of the general plan.

Utah Code also requires that cities submit an annual report to the State that includes a description of the barriers encountered in implementing affordable housing strategies. Below is a summarized list of those barriers, by strategy, from the Sandy City 2023 Moderate Income Housing Report:

Expand accessory dwelling units

- Public awareness and access to information
- Real or perceived impacts
- Prevalence of short-term rentals

Allow for density and moderate income housing near transit

- Financing and current market conditions
- Proposals that lack support due to poor design, mix of uses, or consideration for impact on surrounding uses
- Lack of available developable land

Reduce parking requirements

- Complaints due to street parking

Utilizing RDA funds

- Waiting for direction from an update to the General Plan

Create a Housing and Transit Reinvestment Zone

- Financing and market conditions

Prepare station area plans

- No barriers identified at this time

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such

as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

This Moderate Income Housing element of the General Plan identifies the following affordable housing implementation strategies:

- Create or allow for, and reduce regulations related to, internal or detached accessory dwelling units in residential zones.
- Amend land use regulations to allow for higher density or new moderate income residential development in commercial or mixed-use zones near major transit investment corridors.
- Amend land use regulations to eliminate or reduce parking requirements for residential development where a resident is less likely to rely on the residents own vehicle such as residential development near major transit investment corridors or senior living facilities.
- Demonstrate utilization of a moderate-income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency to create or subsidize moderate income housing.
- Create a housing and transit reinvestment zone pursuant to Title 63N, Chapter 3, Part 6, Housing and Transit Reinvestment Zone Act.
- Develop and adopt a station area plan in accordance with Section 10-9a-403.1.

Discussion

The 2024 Annual Action Plan marks a pivot from a majority of funding going towards public facilities and infrastructure projects to more funding for affordable housing projects. As a percentage of total funding being programmed, housing projects increased from 25% in PY 2023 to 56% in PY 2024.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The City strives to advance the goals and of the 2020-2024 Consolidated Plan and improve program administration of the CDBG program.

Actions planned to address obstacles to meeting underserved needs

Limited funding and high housing costs are the primary obstacles to addressing underserved needs. However, the City strives to fund a range of services and organizations to meet the needs of Sandy City residents. The City will continue to seek programs and activities to more efficiently meet community needs through leveraging funds, better coordination with and awareness of local organizations, and seeking to meet needs with resources other than CDBG funding.

Actions planned to foster and maintain affordable housing

CDBG funds during 2024 are being allocated to emergency housing repairs, housing rehabilitation, and residential accessibility improvements to address the goal to maintain existing housing. With the CDBG CV funds, the City provided funding for rent and mortgage assistance. The City is a member of the HOME Consortium. Sandy City is a member of the local HOME Consortium and the City's eligible HOME funds are utilized by the local HOME Consortium. Sandy City is represented on the Advisory Committee for the HOME Consortium and is instrumental in funding allocation recommendations. The City also utilizes RDA housing set-aside funds to create new affordable housing units. The City is currently evaluating how it uses EDA funds for housing in order to do so more efficiently.

Actions planned to reduce lead-based paint hazards

It is recommended that city residents in housing units built prior to 1978 become familiar with the dangers of lead-based paint and actions that can be taken to reduce hazards. Information is available from the Salt Lake County Health Department at: www.slco.org/lead-safe-housing/learn-about-lead. Construction and rehabilitation projects are required to comply with HUD regulations. The City will monitor activities associated with construction and rehabilitation to ensure that HUD regulations are met.

Actions planned to reduce the number of poverty-level families

The City has increased subrecipient monitoring and developed a social media campaign to spotlight services funded by CDBG. CDBG administration staff are both involved in regional organizations, meetings, and planning efforts (SLVCEH, HOME Consortium, WFRC Advisory Committee, etc.) that significantly contribute to awareness of regional issues and provide interaction on a regular basis with housing and service providers that serve the region. The City, as a member of the HOME Consortium,

has helped to fund programs beyond what the City is able to do with very limited CDBG funds, such as programs to address recidivism, single-mother households, and mental health.

Actions planned to develop institutional structure

Over the past couple of years, Sandy City has increased the number of staff and staff time devoted to CDBG administration. Ongoing training and regional coordination are ongoing priorities for associated staff. With additional staff resources, the City has been able to improve subrecipient monitoring, increase community engagement, and react more quickly to implementing changes in regulations. The City is currently underway with a comprehensive update to its subrecipient agreement. The City is fortunate to have a very experienced Citizen Advisory Committee that meets regularly and a supportive City Council.

Actions planned to enhance coordination between public and private housing and social service agencies

The additional staff time previously mentioned has largely been focused on better coordination with housing and service providers. The City has increased subrecipient monitoring and developed a social media campaign to spotlight services funded by CDBG. CDBG administration staff are both involved in regional organizations, meetings, and planning efforts (SLVCEH, HOME Consortium, WFRC Advisory Committee, etc.) that significantly contribute to awareness of regional issues and provide interaction on a regular basis with housing and service providers that serve the region.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The City operates a fairly simple program, largely due to the amount of funds received. The City does not have any programs with program income.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

Sandy City will use a one-year benefit for the 2024 Program Year and anticipates using 100% of the funds programmed with the 2024 Annual Action Plan to benefit persons of low and moderate persons.

2024 Annual Action Plan for the use of CDBG Funds

April 2, 2024

LOW/MOD

Area Benefit

- Activities that benefit all residents of area w/ 51% LMI
- Area must be primarily residential
- Must determine service area of activity
- Typical activities: **water/sewer, parks, community centers**

Limited Clientele

- Activities that benefit specific populations:
 - Presumed clientele
 - 51% of participants are LMI persons
 - Participation limited to LMI persons only
 - Nature and location indicate low/mod benefit
- Some activities may qualify
 - Removal of architectural barriers (some activities); or
 - Microenterprise activities with LMI owners; or
 - Certain types of job training efforts.
- Typical activities: **job training, senior services, facilities for special needs**

Housing

- Housing occupied by LMI households
 - One unit structures occupied by LMI
 - One unit of duplex occupied by LMI
 - 51% of 3+ units LMI occupied by LMI
- Typical activities: **homeowner unit rehab, rental acquisition and rehab, homebuyer assistance**

Jobs

- Activities must ***create or retain*** permanent jobs **AND**
- 51% of the jobs created/retained must be ***available to or held by*** LMI persons
- Typical activities: **business loans, commercial rehabilitation, infrastructure to a business**

Income Limits

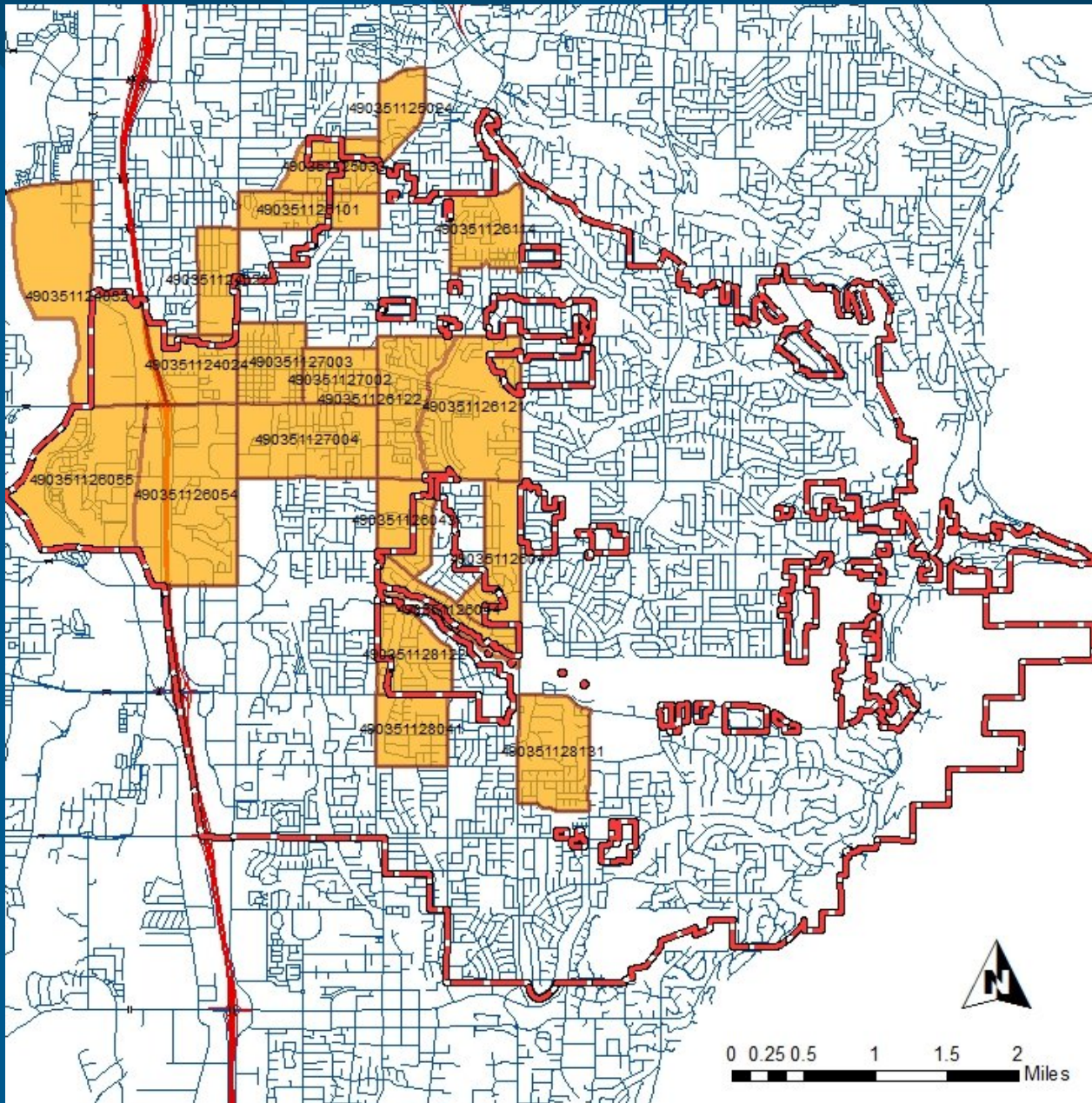
FY 2023 Income Limits Summary (Salt Lake City, UT HUD Metro FMR Area)

Median Family Income: \$106,000

Income Category	1	2	3	4	5	6	7	8
Extremely Low (30%) Income (\$)	22,300	25,450	28,650	31,800	35,140	40,280	45,420	50,560
Very Low (50%) Income (\$)	37,100	42,400	47,700	53,000	57,250	61,500	65,750	70,000
Low (80%) Income (\$)	59,400	67,850	76,350	84,800	91,600	98,400	105,200	111,950

(Source: <https://www.huduser.gov/portal/datasets/il/il2023/2023summary.odn>, 3/28/2024)

QUALIFYING AREAS



- Exception:
42.77% LMI

Eligible Activities

- Housing & other real property activities
- Economic development
- Public facilities
- Public services
- Community Based Development Organizations (CBDO) activities
- Planning and administration
- Others

Ineligible Activities

- Buildings for conduct of government & general government expenses
- Political activities
- New housing construction* (some exceptions)
- Income payments
- Purchase of equipment
- Operating and maintenance expenses
 - *Some exceptions for Economic Development and CBDO activities, interim assistance

OTHER FEDERAL REGULATIONS

Myriad of other Federal regulations may apply to CDBG-funded activities

Regulations Include:

- Fair housing and equal opportunity
- Handicapped accessibility
- Financial management
- Environmental review
- Lead paint hazard reduction
- Relocation/acquisition and one-for-one replacement
- Davis Bacon labor standards and related acts
- Excluded parties (debarred/suspended)
- Build America, Buy America Act
- Others, as applicable

Annual Preparation Process

2024 Program Year (July 1, 2024- June 30, 2025)

- Sept. 2023 – Needs analysis hearing
- Oct. 2023 – Funding request application released
- Nov. 2022 – Application scoring criteria reviewed
- Dec. 2022 – Pre-application deadline
- Jan. 2023 – Full application deadline
- Jan.-Mar. 2024 – Review applications
- Feb. 2024 – Grant amount released by HUD
- Mar. 2024 – Committee recommendation
- April 2024 – Public review/comment period
- April 2024 – Present to City Council
- May 2024 – Submit to HUD
- June 2024 – Agreements, contracts and environmental reviews
- July 1, 2024 – Start of program year

2023-2024 Funding Allocation

2024-2025 CDBG Grant Amount: \$325,000

Unprogrammed Prior Year Funds: \$6,007

Total: \$331,007

2024-2025 Applications and Recommended Funding

PROJECT/ACTIVITY		Beneficiaries		Funding		
Recipient	Activity Name	Potential	Prorated	Current	Requested	Recommnd.
Public Services (Cap: \$48,750)						\$48,750
South Valley Sanctuary	Dom. Violence Services & Shelter	120	80	\$15,000	\$15,000	\$10,000
Road Home	Homeless Housing Case Management	14	14	\$5,000	\$5,000	\$5,000
Legal Aid	Dom. Violence Services & Shelter	160	96		\$10,000	\$6,000
Road Home	Homeless Resource Centers (MVP)	165	66		\$15,000	\$6,000
Sandy Club	Youth Services	72	47	\$15,000	\$15,000	\$9,750
Senior Charity Care	Senior Care Services	26	16	\$10,000	\$10,000	\$6,000
The Inn Between	Medical Care and Hopsice for Homeless	3	2	\$5,583	\$10,000	\$6,000
Good Shepherd Lutheran Church	Trans. Housing for Young Adults	18			\$30,000	\$0
United Way of Salt Lake (Utah's Pron	Utah 211	1375			\$10,000	\$0
Housing						\$184,234
Assist	Emergency Home Repair and Accessibility	25	25	\$93,750	\$95,000	\$95,000
SLV Habitat for Humanity	Critical Home Improvement	15	11		\$100,000	\$75,000
Neighborworks	Housing	5	3	\$13,824	\$25,000	\$14,234
Public Facilities & Infrastructure						\$40,000
Good Shepherd Lutheran Church	Trans. Housing for Young Adults	18			\$30,000	\$0
City Projects	Main Street Park	1000	1000	\$115,000	\$500,000	\$40,000
Planning & Administration (Cap: \$65,000)						\$58,023
Comm. Devel. Department	Prog. Admin. & Elig. Plan.			\$67,444	\$ 58,023	\$58,023

“Approving the 2024 Annual Action Plan
and authorizing the execution of associated documents
for the use of Community Development Block Grant
funds during the 2024 Program Year”



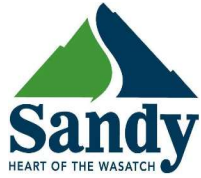
Staff Report

File #: 24-133, **Version:** 1

Date: 4/2/2024

Approval of the March 12, 2024 Draft Minutes

Motion to approve the minutes as presented.



Sandy City, Utah

10000 Centennial Parkway
Sandy, UT 84070
Phone: 801-568-7141

Meeting Minutes

City Council

Ryan Mecham, District 1
Alison Stroud, District 2
Zach Robinson, District 3
Marci Houseman, District 4
Aaron Dekeyzer, At-large
Brooke D'Sousa, At-large
Cyndi Sharkey, At-large

Tuesday, March 12, 2024

5:15 PM

City Hall & Online

5:15 Council Meeting

Present: 7 - Council Member Alison Stroud
Council Member Zach Robinson
Council Member Marci Houseman
Council Member Cyndi Sharkey
Council Member Ryan Mecham
Council Member Brooke D'Sousa
Council Member Aaron Dekeyzer

Council Staff in Attendance:

Dustin Fratto, Council Director
Justin Sorenson, Assistant Director
Christine Edwards, Council Clerk
Liz Theriault, Policy & Comms Analyst
Tracy Cowdell, Council Attorney

Administration in Attendance:

Mayor Monica Zoltanski
Shane Pace, CAO
Lynn Pace, City Attorney
Jeff Bassett, Fire
Greg Severson, Police
Tom Ward, Public Utilities
Todd Assay, Parks & Recreation
Mike Gladbach, Public Works
James Sorensen, Community Development
Brian Kelley, Finance
Kasey Dunlavy, Economic Development
Kim Bell, Deputy Mayor
Martin Jensen, Deputy CAO
Susan Wood, PIO
Jake Warner, Community Development
Melissa Anderson, Community Development

Prayer, Pledge of Allegiance, and Introductions

Council Chair Ryan Mecham welcomed those in attendance.

Council Member Marci Houseman offered the Prayer.
Mayor Monica Zoltanski led the Pledge.

Legislative Report

Kim Bell, Deputy Mayor, thanked City Staff, Council, Mayor and Administration. ULCT staff and our lobbyists for their involvement and support during this past legislative session. Your involvement helped, and had a big impact on legislative issues this session. Ms. Bell, reviewed the following bills with the Council: 3HB 460 - Government Employee Conscience Protection Amendment; 3SB 91 - Municipal Officers Compensation Amendments; 3 HB 298 Homelessness Service Amendments; 6 HB 421 - Homelessness & Vulnerable Populations Amendments; HB 289 - Property Rights Ombudsman Amendments; 1 HB 330 - Unincorporated Area Amendments; 4SB 185 Residential Bldg Inspections; HB 251 - Postretirement Reemployment Restrictions; 5 HB 507 - Construction Amendments and HB 488 - Transportation Amendments. She thanked Mayor Zoltanski for her help and support of legislation related to homeless mitigation funding for Sandy City.

General Citizen Comment Period (No earlier than 6:00 PM)

Council Chair Ryan Mecham invited the public to participate in General Citizen Comment.

Public comment opened.

Public comment closed.

Council moved to Item 2 on the Agenda.

Council Business**Informational Items**

1. [24-101](#) Human Resources Department presenting the results of the 2023 Employee Engagement Survey

Attachments: [Presentation.pdf](#)
[2023 EES Results.pdf](#)

Crystal Robertson, Senior Consultant with New Measures, provided an overview of the results from the 2023 Sandy City Employee Engagement Survey. The overview included information on the state of engagement, strengths and opportunities, focus areas, engagement by demographic group, and summary and recommendations. Employee participation in the survey was 67%. Overall, survey results reflected high employee engagement at work, who feel valued, respected, and appreciated, and enjoy their co-workers. The city can improve by offering more training opportunities and continued open and positive communication with employees.

2. [GPA0220202](#)
[4-006718](#)
[\(CC1st\)](#) Community Development Department presenting a General Plan Amendment (File #GPA02202024-006718) on behalf of the Parks and Recreation Department, requesting that an updated Parks, Trails and Recreation Master Plan be adopted.

Attachments: [Planning Commission Staff Report](#)
[Public Meeting Notice](#)
[Meeting Presentation](#)

Jake Warner, Community Development, provided an overview of the Sandy City Parks, Trails & Recreation Master Plan. The master plan was last updated in 2005. GSBS is conducting both the parks and recreation and general master plan. The presentation included background information, a review of previous planning efforts, a summary of twenty years of parks accomplishments, technical analysis, five key findings, a 2023 system snapshot, park- acre ratio, system amenities, goals and strategies. Administration and Parks and Recreation Director provided additional insight and information. Council questions, comments and discussion followed.

Consent Calendar

Approval of the Consent Calendar

A motion was made by Marci Houseman, seconded by Zach Robinson to approve the Consent Calendar... The motion carried by a unanimous voice vote.

3. [24-097](#) Approval of the February 20, 2024 Draft Minutes

Attachments: [February 20, 2024 Draft Minutes](#)

Item approved.

4. [24-104](#) Mayor Zoltanski requesting that the Council provide consent to the reappointment of Daniel Schoenfeld to serve as a regular member to the Sandy City Planning Commission

Attachments: [Signed Resolution 24-04M \(1\)](#)
[Resolution # 24-04M](#)

Item approved.

5. [ANX0102202](#)
[4-006689](#) The Community Development Department is recommending the City Council adopt Resolution #24-09C indicating the intent to annex two parcels of contiguous unincorporated area located at 886 E. 7800 S. (approximately 0.93 acres), setting a public hearing date to consider such annexation, and directing publication of a hearing notice.

Attachments: [Signed Resolution 24-09C](#)
[Vicinity Map](#)
[Resolution #24-09C](#)
[Exhibit "A" legal description](#)

Item approved.

6. [ANX0303720](#)
[24-006727](#) The Community Development Department is recommending the City Council adopt Resolution #24-10C indicating the intent to annex a parcel of contiguous unincorporated area located at approximately 8700 S. 700 W. (approximately 27.68 acres), setting a public hearing date to consider such annexation, and directing publication of a hearing notice.

Attachments: [Signed Resolution 24-10C \(1\)](#)
[Vicinity Map](#)
[Resolution #24-10C](#)

Item approved.

Council Voting Items

7. [24-100](#) Council Members Robinson and Houseman proposing that the council conduct a Fiscal Year 2025 council budget priorities workshop on April 9, 2024

Sponsors: Houseman and Robinson

Attachments: [Robinson_Houseman Budget Priorities Memo.pdf](#)

Council Members Houseman and Robinson introduced the item and is proposing the Council conduct a Budget Priorities Workshop on April 9, 2024 in lieu of a Council Meeting. They provided details for the proposed workshop. The purpose of the workshop is to develop a cohesive set of high-level city council budget priorities for the Fiscal Year 2025 budget. They asked the Council for feedback and recommendations. Council questions, comments, and feedback followed.

Public comment opened.

Ms. Sandra Haak applauded Council Members Houseman and Robinson for bringing this idea forth and think the collaboration will be very helpful to the city residents and Administration.

Public comment closed.

Council moved to Standing Reports.

8. [24-106](#) Possible Closed Session: Pending or reasonably imminent litigation AND/OR discussion of the character, professional competence, or physical or mental health of an individual.

Council convened a closed session in the Council Conference Room at 8:40 pm to discuss pending or reasonably imminent litigation and/or discussion of the character, professional competence, or physical or mental health of an individual. The Council meeting adjourned immediately following the closed session.

A motion was made by Alison Stroud, seconded by Zach Robinson to convene a closed session in the Council Conference Room to discuss pending or reasonably imminent litigation and/or discussion of the character, professional competence, or physical or mental health of an individual and adjourn the Council meeting immediately following the closed session...The motion carried by the following roll call vote:

Yes: 7 - Alison Stroud
Zach Robinson
Marci Houseman
Cyndi Sharkey
Ryan Mecham
Brooke D'Sousa
Aaron Dekeyzer

Standing Reports

Agenda Planning Calendar Review & Council Office Director's Report

Dustin Fratto, Council Director: A team from PCG Consulting Group was in town last week as part of the management study on the fire department. Everything is on track and the final report is expected to be issued in July. He also updated the Council on upcoming agenda items.

Council Member Business

Council Member Houseman thanked staff and Council Members for their support of management studies. She enjoyed meeting with the consulting team and is looking forward to their report and analysis with them. Pleased with our initiative and support of the Council of the Management studies. Looking forward to the report.

Council Member Robinson thanked Chief Bassett for yesterday's tour of fire stations. It was very eye opening to see new trends and innovations installed in new fire stations and he encouraged all council members to attend a tour of neighboring fire stations.

Council Member Aaron Dekeyser attended the blood drive sponsored by Sandy City and it was a great first experience. He thanked Chief Bassett for the tours of the fire stations. He spoke about the caucus night, a meeting with Economic Development staff and a meeting with Pam Roberts of WFWRD.

Council Member Ryan Mecham spoke about the Chamber meeting and the state's approach related to MLB and professional hockey. He attended caucus and mentioned that it was very well attended.

Council Member Alison Stroud met with the PCG staff and is looking forward to their report. She also attended the tours of fire stations and found it very informative. She thanked Mike Gladbach and Public Works staff regarding a recent issue and thanked them for their responsiveness.

Council Member Brooke D'Sousa provided an update from the Sandy Arts Guild board meeting. Mean Girls Jr. is the Guild's next production and will run from March 20-23rd. All are invited to come.

Council Member Cyndi Sharkey thanked all who attended the recent Real Salt Lake game. The Council evening included state dignitaries and state representatives. The President of RSL, John Kimball, also joined the group that evening. Ms. Sharkey thanked Willowcreek Country Club for hosting the upcoming employee luncheon. Willowcreek Country Club recently annexed into Sandy and hosted the employee luncheon as a way of showing their appreciation to all city employees for their service and responsiveness.

Mayor's Report

Mayor Zoltanski visited two schools in Sandy, Entrada and Blessed Sacrament, to speak about her new initiative regarding civic involvement and leadership. She spoke about International Women's Day, Colonial Flag, and the upcoming employee luncheon. The Sandy One Awards and State of the City address is on March 21st. The Sandy Arts Elementary Art Show is currently taking place at the Shops at South Town. All are invited to attend the show.

CAO Report

Shane Pace, CAO, mentioned that spring bulk waste clean up has begun and he spoke about the education and outreach to the residents regarding the program. The city is installing a new phone system this weekend. March 20th is the master plan open house.

Council moved to Item 8 on the agenda and convened a closed session.

Adjournment

The Council meeting adjourned immediately following the closed session which convened at 8:40 pm.