



Staff Report

TO: Summit County Council
DATE: October 31, 2022
SUBJECT: Economic Development & Housing Department Budget
ISSUING DEPARTMENT: Economic Development and Housing

SUMMARY:

Issue(s):

The Economic Development Office is requesting an additional FTE to support the Department's economic vitality, redevelopment and affordable/workforce housing programs/projects.

Background/Existing Conditions:

Summit County Economic Development

The Summit County Economic Development Director position was created in 2014. The Economic Development office consists of 1 FTE. In 2016-2017, affordable/workforce housing functions were transferred from the Community Development Department to the Office of Economic Development.

In 2020, the Summit County Economic Development Advisory Board was created. The Board is an advisory body to the Summit Council and was created as required by Utah Code to access Rural County Grant funding opportunities.

In September of 2022, the Interim County Manager notified the Economic Development Office that management of the County's Redevelopment arm, (Summit County Community Development and Renewal Agency) were to be staffed by the Summit County Economic Development Office.

Economic Development and Housing Functions

The Economic Development Office often plays a key role as County integrator and connector to small business, nonprofits, service providers, Cities/Townships, Association of Governments and State agencies. Much of

Department's work involves direct staffing or support to numerous boards, commissions, and internal committees.

Economic development functions include the following areas of program focus:

- Business Retention and Attraction (BR&E)
- Entrepreneurship
- New Business Attraction
- Capacity Building

The Economic Development office also staffs the newly created Economic Development Advisory Board and manages the Rural County Grant Program. To date, the office has secured \$496,000 and anticipates securing an additional \$200,000 per year going forward.

The Economic Development Office also provides data affiliate services to small business, nonprofits, service providers, partnership cities/towns and other County offices. These datasets provide access to market, demographic, economic and labor data that are comparable to the resources customarily only available to much larger organizations (Economic Gardening).

Affordable/Workforce Services

Summit County Council have identified affordable/workforce housing as a top priority and primary issue of concern for several years. Since 2010, 883 units of affordable/workforce housing have been entitled.

In concert with the County's Legal and Community Development Departments, the County must also create, implement and evaluate Moderate Income Housing Plans as required by the State of Utah. An annual report must also be filed as part of this process.

Task breakdown structures in support of the County's housing programs including the following components:

- Five (5) Year Affordable/Workforce Housing Needs Assessment
- Nexus – In Lieu fee Assessment
- Consultant Contract Management
- Bear Hollow Buy Back Program
- Moderate Income Housing Plans
 - Annual Report
 - The reporting content for 2023 and beyond must also include the following components:

- A description of each action taken by the jurisdiction during the previous fiscal year to implement the selected strategies;
 - A description of each land use regulation and/or decision made by the jurisdiction during the previous fiscal year to implement the selected strategies, including an explanation of how the regulation and/or decision supports the jurisdiction’s efforts to implement the strategy;
 - A description of any barriers encountered by the jurisdiction in the previous fiscal year in implementing the strategies;
 - Information regarding the number of internal and detached ADUs located within the jurisdiction (i.e. building permits, business licenses to rent);
 - A description of how the market has responded to the selected strategies, including the number of entitled moderate income housing units or similar data; and
 - Any recommendations on how the State can support the jurisdiction in implementing the strategies.
- Project Review
 - Housing Agreements
 - Deed Restrictions
 - Project Monitoring
 - Inclusionary Housing Requirements
 - Unit Pricing/Rents
 - Income Qualification

Summit County Community Development and Renewal Agency

The primary purpose of the Summit County Community Development and Renewal Agency is to redirect, for a fixed period, future increased tax revenues, towards specific areas where the money can help achieve economic development goals such as job creation, increased tax base or enhanced quality of life.

Currently, the County manages one project area, the “Silver Creek Industrial Redevelopment Project Area. The district/project area was to sunset in 2008.

The County's Finance Officer, Economic Development Director and Legal Department are in the process of officially "closing out" the Silver Creek Industrial Redevelopment Project Area and completing the required online GOEO filings as required by [S.B. 56: Community Reinvestment Agency Report Amendments](#).

The dissolution process is outlined in Utah Code § [17C-1-702](#).

On October 12, 2022, the Agency's Board adopted a resolution directing staff to designate a survey area and authorize the preparation of a draft community reinvestment project area plan and budget in support of the Echo Divide Wind Farm project.

Department Need:

Funding an additional FTE within the Economic Development Office will advance the County Council's commitment towards economic vitality and diversity; affordable/workforce housing and revitalization efforts that improves public infrastructure and creates a valued sense of place.

For 2023, the Economic Development Office intends to complete the following tasks:

- Complete a new Five (5) year Housing Needs Assessment and associated Nexus – In Lieu Fee Study that would be implemented in 2024.
- File the required Moderate Income Housing Reports as required by State Code.
- Develop an Employee Assisted Housing Program
- Bring the Summit County Community Development and Renewal Agency into compliance with State Code and develop an Administrative and Policy Manual in support of the Agency.
- Submit to County Council a draft Economic Development Strategy for Summit County.
- Reengage entrepreneurial trainings in Summit County.
- Maintain current services

Differences from Prior Budget Cycles

This budget includes a new Economic Development and Housing Specialist position and additional funding for consulting services relating to the Five (5) year Housing Needs Assessment and associated Nexus--In Lieu Fee Study. Under the direction of the Economic Development and Housing Director, the

Economic Development Specialist would be tasked to support the efforts outlined above.

What is the impact if the proposed appeal or recommended budget is not accepted by the Council?

If unfunded, the Economic Development Office will continue to provide service in support of the efforts listed above. However, the Director does not consider the current workload to be sustainable.

Furthermore, if County Council intends to facilitate the creation of a new housing authority or need specialized project support (economic impact analysis, incentive analysis, etc.), additional reorganization would be required to support those efforts.

REQUESTED ACTION

Staff respectfully requests that the Summit County Council support the budget recommendations as outlined by the Interim County Manager.

ATTACHMENTS

1. Economic Development Budget Presentation