

**Tooele City Council and
Tooele City Redevelopment Agency
Business Meeting Minutes**

Date: Wednesday, August 4, 2010
Time: 7:30 p.m.
Place: Tooele City Hall Council Chambers
90 North Main Street, Tooele Utah

City Council Members Present:

Scott Wardle, Chair
Mike Johnson
Steve Pruden
Dave McCall
Shawn Milne

City Employees Present:

Mayor Patrick Dunlavy
Glenn Caldwell, Finance Director
Roger Baker, City Attorney
Paul Hansen, City Engineer
Cary Campbell, Public Works Director
Sharon Dawson, City Recorder
Lisa Carpenter, Deputy Recorder
Rachelle Custer, City Planner
Jaclynn Sagers, Communities that Care
Randy Sant, RDA Consultant

Others Present:

Tim Gillie, Tooele Transcript
Debbie Winn, Chamber of Commerce

Minutes prepared by Elisa Jenkins.

Chairman Wardle called the meeting to order at 7:30 p.m.

1. Pledge of Allegiance

The Pledge of Allegiance was led by Lisa Carpenter.

2. Open Forum for Public Comment

Chairman Wardle invited anyone from the public who would like to come forward and address the Council to do so. No one came forward. Chairman Wardle closed the open forum at 7:31 p.m.

3. CTC Update

Presented by Jaclynn Sagers

Ms. Sagers gave an update on the Communities that Cares program. A copy of her PowerPoint presentation is included with the minutes as Exhibit A. Ms. Sagers thanked the Council and the Mayor for their support of the Communities that Care program.

Councilman Pruden noted that he was on the Communities that Care Board before serving on the Council and has seen the program grow. He thanked Ms. Sagers and her staff for all their hard work.

Chairman Wardle also has watched the program grow and it has now become part of the culture at the schools. He believes that the investment into the Communities that Cares program pay big dividends.

Mayor Dunlavy thanked the Council for their support of the program. He also thanked Ms. Sagers and her staff for their work.

Councilman Milne echoed the sentiments of the other Council members.

Councilman McCall stated that the Communities that Care program is very important to the community and also thanked Ms. Sagers and her staff.

4. General Plan Discussion

Presented by Rachelle Custer

Ms. Custer explained that there is a property owner along SR-112 that has asked the City for the last couple years to look at his property and see what the best benefit for his property would be as far as zoning. Staff has looked at several zones and has met with the Planning Commission, City Council and the administration and they came to the determination that none of the zones are ideal for this location. Staff put together a committee of Roger Baker, Cary Campbell, Paul Hansen and herself. The committee came up with a new Research and Development zone. The vision is a professional business park. This would fit well with the gateway area, which is what SR-112 will be. This combines small industrial, small commercial, research, business and the supporting businesses that would go along with this zone, such as small cafes, or gas stations. They have not yet developed design guidelines. The goal would be to have design guidelines for this zone to promote upscale landscaping as well as more professional design on the buildings. She would like to have a discussion as to what has been put into Title 7 Chapter 16 of the City Code. A copy of the proposed changes is included with the Council's packet.

Mr. Baker noted that the last column on the table is the proposed new zone Research/Development (RD).

Ms. Custer indicated that the table shows the categories of the types of businesses that they felt should be a permitted use or conditional use. Any use not identified in the table of uses is a prohibited use in Tooele City. They have added the definition for Research and Development in the code. The rest of the definitions were uses that were listed in the table of uses but not defined previously. She noted that there was a map of the general plan proposal put in the Council's mailboxes using this new zone. They need to solidify the new proposed RD zone, Title 7 Chapter 16 amended along with an ordinance with the new RD zone included and then they can start the process of doing the general plan amendment to use the zone. They are not proposing to re-zone anything at this time but to add it as a general plan amendment. They will have design guidelines prior to re-zoning.

Mr. Baker stated that in this new proposed zone they tried to stay away from big box retail because there is a place for them in a commercial zone. They also tried to stay away from outside storage; it is their suggestion that any business in this park should be able to have their storage contained in their building. They stayed away from warehousing; those types of businesses should be in the industrial or light industrial zones. They wanted to focus on the true business park model.

Councilman Johnson asked if the design standards would be included in Chapter 16?

Mr. Baker indicated that there is a design chapter in chapter 11. Chapter 11A is for multi family housing, and 11B is for single family housing. The design standards for Research Development could possibly be 11C.

Chairman Wardle asked if the Council could look over Title 7 Chapter 16 and make suggestions or recommendations to Ms. Custer.

Mr. Baker noted that on page 2 (7) is the definition he would like the Council to look at that and make any comments back to them.

Councilman Pruden would like the Council to get comments to the administration and have them bring the changes back to the Council before they put it in an ordinance.

Chairman Wardle asked the Council to have their comments back to Ms. Custer by the next City Council meeting so Ms. Custer could bring it back to the first Council meeting in September.

Councilman Johnson noted that the design guidelines will take some time to get in place.

5. Minutes July 7, 2010: Work Session Minutes and Business Meeting Minutes

Councilman Milne moved to approve the July 7, 2010 minutes as presented.

Councilman McCall seconded the motion. The vote was as follows: Councilman

McCall, “Aye”, Councilman Johnson, “Aye”, Councilman Milne, “Aye”, Councilman Pruden, “Aye” and Chairman Wardle “Aye”.

6. Invoices

Presented by Sharon Dawson

Ms. Dawson presented the following invoice for payment:

- Holmes Roberts & Owen for professional fees for June 2010 in the amount of \$24,181.81.
- Rotational Molding for open purchase order for garbage cans in the amount of \$50,000.00.
- Broken Arrow for Road Salt for fiscal year 2010-2011 in the amount of \$40,000.00.

Councilman Milne moved to approve the invoices as presented by Ms. Dawson.

Councilman McCall seconded the motion. The vote was as follows: Councilman McCall, “Aye”, Councilman Johnson, “Aye”, Councilman Milne, “Aye”, Councilman Pruden, “Aye” and Chairman Wardle “Aye”.

7. Adjourn to an RDA Meeting

Councilman Johnson moved to adjourn the meeting to an RDA meeting.

Councilman Milne seconded the motion. The vote was as follows: Councilman McCall, “Aye”, Councilman Johnson, “Aye”, Councilman Milne, “Aye”, Councilman Pruden, “Aye” and Chairman Wardle “Aye”. The meeting adjourned at 7:58 p.m.

8. RDA Strategic Planning Discussion

Mr. Sant informed the RDA Board that through the efforts of Senator Hatch and Senator Bennett Tooele received through federal appropriations a \$750,000 grant to start the improvements on the Tooele Commercial Park. The plan is to begin building the road and infrastructure and open up the first 100-150 acres of development in the commercial park. The grant has been approved on the senate side; it still needs to go through the House.

Councilman Johnson asked what Mike Lee’s position is on these types of appropriations. Senator Bennet has been helpful in the past for these types of appropriations and he understands that Mike Lee is not. He asked who the City will go to for these types of appropriations in the future.

Mr. Sant stated that Senator Hatch has no problems with these types of appropriations. He also helped sponsor this appropriation. Senator Hatch is the sponsor for another grant in the works for a water reservoir for Tooele City.

Councilman Johnson asked if there are some reports the Council could receive regarding the appropriations.

Mr. Sant stated that he will pass the reports along to the Council. The reports have not been significant until the last two weeks when the budget committee met. Senator Bennett released a press release that indicated that he was able to get 196 million dollars for the State of Utah and of that money, 3.1 million was for transportation which Tooele received \$750,000.

Ms. Sant informed the board that project balloon is under option on their property at the Utah Industrial Depot. They have submitted an application to the state and to the city for incentives. This business will provide about 30 jobs, and they will be well paid jobs.

Tooele Commercial Park Discussion

Mr. Sant stated that he will put in a report what has been discussed and what will be discussed tonight into a Strategic Planning Report for the RDA Board. He would like one more work session to go over the report and then have the board adopt it.

Mr. Sant noted that the last time the board met they discussed the strengths of the commercial park. The biggest strength was that the RDA owns the property. One of the other strengths is the partner of USU. The commercial park also brings the opportunity to bring in other business into the city.

Mayor Dunlavy informed the board that a bid is going out to have the commercial park cleaned up.

Chairman Wardle also noted that USU will have their property fenced off by the end of summer.

Mr. Sant asked the Board what they felt were the weakness of the park.

Councilman Johnson feels that one hurdle will be is why would a business want to locate to Tooele? There are existing developed parks in Logan and Salt Lake City.

Councilman Milne agreed with Councilman Johnson. He feels that they are kind of behind because there are no CC&R's at this point.

Councilman Johnson also feels that perception will also be a hurdle. When a business thinks of a research park they usually they don't think of Tooele.

Councilman Pruden feels that USU needs to be promoted because they will have a campus at the park.

Chairman Wardle feels that perceptions need to be changed.

Mr. Sant said that as the City works as a partnership with USU they need to identify their “niche”. There is opportunity to add to the 220 acres. They can think of the park as a high tech park for other businesses not only from an education standpoint with USU.

Chairman Wardle noted that there is more going on at the Motor Miller Sportspark than just racing; after it was built auto companies wanted to locate here for engine testing.

Mr. Sant indicated that the commercial park is a new opportunity. The infrastructure is a weakness, but the grant will help get the started. Mr. Hansen is helping Mr. Sant with a master plan and cost analysis. The commercial park will be developed in phases.

Councilman Milne asked if it hurts that the property is right next to single family homes.

Mr. Sant said that could be a negative factor.

Councilman Pruden asked what kinds of the things can the money from the grant be spent on?

Mr. Sant stated that is can be spent on infrastructure development within the park (i.e. roads, water, sewer, storm water, and fiber optic lines).

Councilman Johnson noted that the City is limited by their resources. For example a business that uses a lot of water could not locate in Tooele because of the lack of that resource.

Councilman McCall asked if there has been advertising for the park?

Mr. Sant said not yet. They need to finish master planning the park and the Board needs to o.k. it. One of the things to consider is if they want to sell or ground lease the land. He thinks that they will need 1.5 to 2 million dollars to open up the first 100 acres of land.

Councilman Milne asked what that cost would include?

Mr. Sant stated that it would include the water lines, sewer lines, roads, storm sewer, fiber optic, and street signs.

Mr. Sant would like to put together an advisory committee that would consist of two council members, some administrative staff, some USU staff and some property owners. The advisory committee would help with the master planning, and then it would go through the City process. The commercial park will generate the money for future generations to run economic development. Mr. Sant’s recommendation would be to create an advisory committee and get the master planning finished.

Downtown Discussion

Mr. Sant stated that there is two years left in the downtown redevelopment area and then the money will be gone. They can talk to the tax entities about extending that project area if that is what the board wants to do. For the next seven years all of the tax increment with the exception of the school district is already committed for the recreation bond for the golf course. They could talk to the school district, but concrete plans would have to be made of what the money would be used for. The other option is they could let the project area sunset and wait for someone to come to the board that wants to do something and then start a new project area. There have been a lot of efforts to try to do things downtown. The growth on the north end of town have hurt the retail opportunities downtown. The downtown area may need to be looked at as a different use other than retail; there is some opportunity for business development and possibly some housing. The RDA needs to decide what they want to do with the downtown area. He would like to have a separate meeting to further discuss the downtown area.

Councilman Pruden suggested that Councilman Milne, as the downtown RDA chair meet with Mr. Sant about downtown and then meet with the RDA Board.

Councilman Johnson asked how much money the RDA was getting for the downtown project area?

Mr. Sant stated they are getting \$150,000 to \$160,000.

Councilman Johnson indicated that is not a lot of money. With that money they could continue the façade program and fund some downtown alliance things.

Mr. Sant said that the RDA Board needs to have a frank discussion of what they would like to see the downtown area look like. Would they like to see the buildings cleaned up and renovated? Do they want to bring new businesses downtown? Do they want to look at acquisition of some property? The economic market has a lot to do with the vacancies downtown, but there could be many more underlining issues as to why there are vacancies. Maybe there needs to be different uses downtown.

Councilman Wardle noted that the businesses that are doing well downtown are not because of foot traffic they are because they are destination locations.

Mr. Sant stated that they need to put a plan together and decide what they want to do with the downtown area.

Commercial Efforts Discussion

Mr. Sant indicated that the board needs to decide where they want to go with commercial planning. He would like to do a retail linkage study. They need to look where people are going to buy things, which would help when they start marketing to retailers.

Councilman Johnson asked if they need to offer incentives to retailers. That might be something to look at.

Mr. Sant agreed that there might have to be an incentive program to get the first few larger developments into Tooele. He suggests having a discussion to set a goal of what they want to accomplish. What is the net gain? There needs to some analysis on the incentive.

Councilman Johnson indicated that the general plan should make a general statement that they would consider certain incentives for certain targeted commercial developments.

Councilman McCall asked if there should be time limit? If they were able to get a development in Stansbury there would not be a need for one in Tooele.

Mr. Sant indicated that Stansbury has a lot of neighborhood services. Tooele is after more of a regional approach. Tooele is big enough to maybe bring one commercial development in. The City needs to be prepared and ready to go. They need to do some studies, demographics, webpage, marketing, and branding which would get them prepared. There are two major pieces of land which a large development could go on and they need to decide which one is better. There are advantages and disadvantages to both. The population right now is 68,000 which will help when trying to draw in businesses. The critical number was 50,000. The next benchmark is 78,000.

Mr. Sant recommends that they need to get a good demographic software program, which will cost about \$4,000. The retailers will want to know numbers when looking at Tooele for a site. He would also recommend coming up with a good sales tax analysis. He would also recommend coming up with a good incentive program. He would like to have the retail brokers in for lunch and share information with them. This would help them know what is in the community.

Councilman Johnson asked who could help gather this information because this is a lot of work.

Mr. Sant indicated that between Michelle and him they could get it done. Interns could be used to help. Usually retailers have a lot of this information that they could share with the City but they need to form a relationship with them first. The goal of the commercial plan is to enhance the retail opportunity and thereby bringing in more money to the community. His goal is to have a regional commercial development in Tooele City. He would also like to talk about some type of business retention program.

Mr. Sant will put together a draft of the Strategic Plan and bring it back to the RDA Board for their input.

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

Approved this 18th day of August 2010

Chairman Wardle