

**Tooele City Redevelopment Agency
Business Meeting Minutes**

Date: Wednesday, May 02, 2007
Time: 6:00 p.m.
Place: Tooele City Hall Council Chambers
90 North Main Street, Tooele, Utah

RDA Board Members Present:

Mayor Patrick Dunlavy, Executive Director
John Hansen, Chairman
Mike Johnson
Steve Pruden
Steve Bevan
Scott Wardle

City Employees Present:

Glenn Caldwell, Finance Director
Roger Baker, City Attorney
Cary Campbell, Public Works Director
Paul Hansen, Contract City Engineer
Randy Sant, RDA Consultant
Lisa Carpenter, Deputy Recorder/City Council Liaison
Michelle Pitt, Mayor's Asst.

Others Attending:

Cloyd George, Downtown Alliance
Bim Oliver, Downtown Revitalization Consultant
Debbie Winn, Chamber of Commerce

Minutes prepared by Elisa Jenkins

The meeting was called to order by Chairman Hansen at 6:08 p.m.

1. **Discussion and Report on the Strategic Plan for Downtown Revitalization**

Presented by Randy Sant

Mr. Sant turned the time over the Bim Oliver; he is the Downtown Revitalization Consultant.

Mr. Oliver gave the board members a copy of the Tooele Downtown Revitalization Strategy and estimated budget for year one. He also gave them a Strategic Plan for Downtown Revitalization, which is the Implementation Outline. He stated that the proposed budget are estimate costs for projects, they are not absolute. Although he feels all the projects are important, some projects could be left out; management would have to

prioritize the outline in relation to the budget. He has a column for the Downtown Alliance Budget, with the total amount of \$3,500. The alliance does not have this money now; this is one item to be considered that businesses and property owners could contribute to some kind of a membership, to invest in the alliance. The \$3,500 is an estimate of what would be collected.

Mr. Oliver reviewed the goals on the implementation outline that deals with the Tooele City.

Goal # 1 - Tooele City should designate and maintain a City Council representative to TDA. That representative should regularly attend TDA meetings and should serve as a liaison between TDA and the Council. Chairman Johnson stated that every year a councilman is appointed to serve as a liaison to the Downtown Alliance, at this time it is Councilman Pruden. Mr. Oliver suggests keeping that appointment on their list of assignments.

Goal #2 - The City Council and TDA should identify specific revenue sources that can be dedicated to downtown revitalization projects and initiatives and add new sources, as necessary. This is what is undergoing right now. Tooele City and TDA should identify outside sources of funding (e.g. CDGB, TEA-21) for applicable projects and initiatives.

Goal #3 - TDA and Tooele City should educate property owners about the value of appropriate rehabilitation. This is the responsibility of TDA, should organize workshops and training for property owners. Public should understand how building inspections and zoning work. Staff would conduct workshops to inform the public. The second part of goal number three is Tooele City and TDA should intensify the marketing of the façade rehabilitation grant and downtown revolving loan fund programs. Tooele City should place information and application materials on the website.

Goal #4 - TDA should assist Tooele City in “packaging” information for local businesses. Tooele City should create a page specifically for business on Tooele City website on how to get a business license, how zoning works and incentives available to businesses.

Goal #6 - Tooele City must clarify which uses are permitted in upper floor spaces and Tooele City and TDA should asses various incentives for filling spaces. Mr. Baker stated that residential can be on the 2nd story in the Downtown Overlay (DO) zone.

Goal #7 - The entire community must establish keeping the Post Office downtown as the highest priority. Councilman Johnson stated that a letter was signed by the Mayor and the Council and sent to the post office regarding moving their office. Mr. Baker confirmed that there was a letter sent. Councilman Johnson stated that it would be a good idea to send another letter. Mr. Sant stated that this needs to be a top priority; the city needs to stay in constant contact with the post office.

Goal #9 – Tooele City must enforce ordinances regarding abandoned signs. Abandoned signs must be removed by the owner or Tooele City can take down the sign and bill the

owner. Mr. Baker stated that there is an ordinance concerning abandoned signs, and Tooele City, through the Building Official, does have the authority to remove abandoned signs. Mr. Oliver continued that Tooele City should create a “design review team” for facade rehabilitation projects – or, at least designate a single point of contact. Tooele City and TDA should select an architect to provide consulting services to the design review team. An architect could also provide architectural consulting services to property owners. Tooele City should seek advice and training from the Utah Department of Occupational and Professional Licensing. Tooele City should ensure that IEBC is adopted and applied in historic buildings. Mr. Oliver stated that the state of Utah provides grants and training. Tooele City should adopt the IEBC. Tooele City should provide design assistance for property owners. The \$15,000 budgeted for this item would include hiring an architect.

Goal #10 – Tooele City should consider expanding the façade grant and RDA loan programs. Tooele City should include structural/mechanical repairs to bring buildings up to date/up to code. Tooele City should implement the expanded face grant program as a pilot program in FY 2008. Mr. Oliver has budgeted \$15,000 for this goal. Mr. Sant stated that the City has a \$40,000 budget for façade restoration. It cost \$20,000 for one building. Councilman Wardle asked if Mr. Oliver was asking for an additional \$15,000, he stated no.

Councilman Hansen asked Mr. Oliver to please sum up the rest of his report. Mr. Oliver reviewed the budget items with the board. The estimated Budget for Year 1 is \$62,500.

The council expressed their “Thanks” to Mr. Oliver for his hard work on the Downtown Revitalization outline.

Mr. George also asked that \$60,000 be added to the budget to clean the paint off and restore the brick on the Pioneer Museum. He also stated that a contractor could be used in place of an architect in regards to goal number nine.

Mr. Sant stated that TDA will bring back a finalized copy for the Council to take action on. The council added that the RDA budget should go through Michelle Pitt.

2. **PUBLIC HEARING to Amend RDA FY 2007 Budget**

Presented by Randy Sant

Mr. Sant reviewed the proposed budget amendments.

- 1) The first is in the UID budget. The budget was \$525,950 with and adjustment of \$800,275 the amended budget of \$1,326,225.
- 2) Appropriate the land purchase with the adjustment of \$800,275
- 3) There was \$40,000 more in the tax income downtown budget. Amending the current property tax line item to \$220,000 and will appropriate the additional funding to downtown projects.

Councilman Johnson moved to close the public hearing. Councilman Pruden seconded the motion. All members present voted “Aye”. The public hearing closed at 6:42 p.m.

Councilman Pruden moved to amend the budget as proposed by Mr. Sant. Councilman Bevan seconded the motion. All members present voted “Aye.”

3. **Discussion on Trade of Property and Development of an Outdoor Storage Lot in the Tooele Commercial Park Ph I.**

Presented by Mr. Sant

The property is a 1.93 acres parcel formerly owned by the Chamber of Commerce. The 1.93 acre lot was sold to Rion Sundloff. He is proposing to build open storage units on this lot. Syracuse Casting has expressed an interest in purchasing the lot. Mr. Sundloff has indicated a willingness to trade a lot that the city currently owns, subject to approval of his open storage project and other improvements. His conditions for the trade are 1) the foundation is removed 2) he receives a dollar credit for fence that he has on the other lot and 3) open storage project be approved by the RDA.

Protective covenants have been set up in that park. Mr. Sant does not think that open storage units meet the intent of what the RDA wants to do. The protective covenants do not say specifically “no outside storage”, but they do say that RDA board has the right to approve uses that would happen in there. Outside storage does not meet the intent of the RDA board. Mr. Sant told Mr. Sundloff that he was going to the board with two specific discussion items 1) to determine if the outdoor storage can be done within the park 2) is the RDA willing to facilitate the trade and make the improvements requested to our property in order for the trade to take place. Mr. Sant recommends a trade, with Mr. Sundloff’s conditions being met. If Mr. Sundloff came back with a proposal for closed in storage units that would be o.k., but if the proposal is for total open storage that is not within covenants.

Councilman Wardle made a motion to deny open storage use by Mr. Sudloff in ordinance with the protective covenants and approve a trade of our lot if it meets the protective covenants. Councilman Bevan seconded the motion. All members present voted “Aye”.

4. **Discussion on Sale of Property with the Tooele Commercial Park**

This item will be discussed in a future meeting.

5. **Discussion and Approval of RDA Participation for a Manufacturing Plant Within UID**

Presented by Mr. Sant

Mr. Sant has had discussion with a manufacture who has selected Tooele as the primary site for locating an insulation manufacturing company. They want to purchase 26 acres in the industrial park. The user is intending to build a 400,000 sq ft building. The capital investment is \$20 -\$25 million and employment is estimated to be 100-120. The staff is recommending up to 50% tax increment participation for a five year period of time. A \$500,000 incentive. All the utilities are already in. It is a great location.

Councilman Johnson moved to approve RDA participation for a Manufacturing Plan within UID. Councilman Bevan seconded the motion. All members present voted “Aye.”

Another proposal Mr. Sant received today is some engineers that are getting together to design race cars. They feel that the Tooele track is a good location for product. This company would start out small, but he feels big things could happen. They would start out in a small building and eventually need a bigger building. The problem right now is working through a lease, that they don't need all the building. He will come back with a formal proposal. Mr. Sant would like to work with this company. If RDA helps this company, they would have to make a commitment to the RDA.

6. **Economic Development**

Mr. Sant will discuss at a future meeting.

7. **Approval of Minutes; January 17, 2007 and April 18, 2007**

Councilman Pruden moved to approve the minutes as presented. Councilman Johnson seconded the motion. All members present voted “Aye.”

Councilman Pruden moved to adjourn the meeting. Councilman Beven seconded the motions. The meeting adjourned at 6:56 p.m.

Approved the _____ day of _____, 2007