

**Tooele City Council and the
Redevelopment Agency of Tooele City (RDA)
Work Session Meeting Minutes**

Date: Wednesday, June 3, 2020
Time: 5:30 p.m.
Place: Tooele City Hall, Council Chambers
90 North Main St., Tooele, Utah

City Council Members Present:

Scott Wardle, Chair
Melodi Gochis
Tony Graf
Ed Hansen
Justin Brady

City Employees Present:

Michelle Pitt, Recorder
Jim Bolser, Community Development Director
Darwin Cook, Parks and Recreation Director
Chief Ron Kirby, Chief of Police
Shannon Wimmer, Finance Director
Cylee Pressley, Deputy Recorder
Jami Carter, Librarian

Mayor Debbie Winn, Excused

Minutes prepared by Michelle Pitt

1. Open Meeting

Chairman Wardle called the meeting to order at 5:30 p.m.

2. Roll Call

Scott Wardle, Present
Melodi Gochis, Present
Tony Graf, Present
Ed Hansen, Present
Justin Brady, Present

3. Mayor's Report

The Mayor was excused from this meeting, and no report was provided.

4. City Council Members' Reports

Council Member Hansen indicated he met with the Mayor, Chairman Wardle, Bill Perry and Drew Hall regarding a rezone request by Mr. Hall. Council Member Hansen said that Mr. Hall is good with the zoning being Light Industrial (LI), and so is Bill Perry. Council Member Hansen also talked with Mr. Hall and Mr. Perry about the problems at the wastewater treatment plant. Mr. Hall indicated that he will redo the rezone application, requesting Light Industrial. Mr. Hall requested that with the new application, that they be allowed to be shovel-ready within 18 months. This would require the City to run secondary water pipe for reuse water for about half a mile. Chairman Wardle indicated that the Council will discuss this further on Tuesday night.

Council Member Graf had nothing to report.

Chairman Wardle gave the Council a copy of a letter from WaterNow Alliance. The Utah League of Cities and Towns has asked that the City issue a letter of support. Chairman Wardle explained that this will help move the Infrastructure Bill that has been stuck for about 18 months.

Chairman Wardle indicated that he has received four texts and calls with questions about the Harris Elementary building. The Tooele County Housing Authority has proposed a temporary housing site there for the homeless. The Housing Authority is willing to make a presentation to the Council at a future meeting in July.

Chairman Wardle added that he met with a group that is now called the Attainable Housing Committee. Some members of the group are realtors, who pointed out that there are currently only 8 homes under \$240,000 available and they have condo or HOA fees associated with them. A market study showed that police officers and teachers are in the housing market for that price. They requested that the City create variability in the minimum square footage that is currently required by City Code. A single person is not able to rent anything right now under \$1,000 per month. The realtors encouraged the City to make rental properties affordable to residents. The realtors also asked that the City be willing to look at the design standards, decreasing the square footage, and possibly increasing standards of maintenance in the beginning, for things like putting in the front yard, or fencing. The committee will meet again next Wednesday.

Council Member Brady stated that he had a resident approach him asking about active transportation. He added that there is unchartered territory in the north part of town. He talked with this person about the trail system that is being discussed.

Council Member Gochis said that she also met in an RDA meeting with Bill Perry and Drew Hall. She also attended the COG (Council of Governments) meeting. COG is working on defining the capital improvement list. \$2.5 million has been set aside for the capital improvement project list. Council Member Gochis told them about the RDA improving the road at Lodestone and G Avenue in the Peterson Industrial Depot. If the RDA is awarded a grant, it

could provide a refund for that improvement. Council Member Gochis reported that the Census has been extended until October. She encouraged everyone to participate. They would like to get 100% participation.

5. Discussion:

- Committee Application/Selection Process
Council Member Tony Graf

Council Member Graf stated that when he applied to be on the Planning Commission, there didn't seem to be an organized selection process in place. He would like a more organized selection process for these types of committees. The Council has oversight of appointments for two committees: the North Tooele City Special Service District, and two members of the Planning Commission. The remainder of the committees are filled by the Mayor with the Council's consent. Mr. Graf indicated that he spoke with Human Resource Director Kami Perkins who indicated that the City uses ApplicantPro software to advertise positions. This opens the process to the public to apply online. The Council could have access to this program, allowing the Council to quickly sort through applicants. The Council could create a common description for the positions, listing the requirements. One requirement for committee membership is that you are a Tooele City resident. Council Member Graf suggested this process: use ApplicantPro to create an opening, post the listing, assign a Council member or two to look at the applications and to monitor whether there is a good pool, sort through the applications, then interview the applicants, with the applicants all being asked the same questions. All applications are received and stored online, allowing the Council to keep track of benchmarks. He indicated that he looked at how other cities select their committee members. Other municipalities kept their positions open for 30 days. Council Member Graf said he felt it was important to be consistent with every position.

Council Member Brady asked if there was a process already in place. Ms. Perkins said that there hasn't been a lot of consistency, and has historically been handled by agencies making suggestions. The last appointment by the Mayor to the Planning Commission was done through ApplicantPro.

Council Member Graf stated that the trend lately is that more people are interested in serving on a local basis. If these positions are advertised, the City may get more interest. The Council indicated they liked the process as outlined by Council Member Graf. Council Member Gochis also recommended the applications end after a period of time, such as 6 months, so that new people are allowed to apply.

- 150 West 400 South Public Improvements

Chairman Wardle stated that in 2017 there was a discussion on how to handle infill developments. He indicated that there is a question on the public improvements at 150 West and 400 South. He provided minutes of the 2017 meeting to the Council. Tyson Lambert was asked to speak to the Council. He said that he bought the lot at this address from the Bevans. He was

told that in 2017 the Bevans got the road improvement requirement waived. When he bought the lot, it was with the understanding that he would not have to put in the whole 288 feet of the alley road, but that they would have to do the front sidewalk. However, in submitting their building application, they were notified that they would have to do the whole 288 feet of asphalt. He said he was before the Council trying to get back to having this requirement waived. Chairman Wardle clarified that the word used in 2017 was “deferred” rather than “waived”. Chairman Wardle said that in October of 2017, the Council passed an Ordinance regarding these public improvements and asked Mr. Bolser to explain the Ordinance. Mr. Bolser stated that the Ordinance that was approved was intended not to eliminate responsibility but to minimize responsibility for these public improvements. The Ordinance created two additional classification of roads for the infill areas, one of which refers to a secondary road. The one classification reduced the width of the roadway surface, but maintained the curb and gutter requirement. The other reduced the minimum width requirement and removed the curb and gutter requirements. 150 West and 50 West were assigned to the lesser of the two, meaning that all they need is the asphalt width requirement. The reason 26 feet was chosen is that’s the minimum width the fire department requires.

Council Member Brady said he read the 2017 minutes, and it said that the Council would come up with a plan. He asked what was that plan. Chairman Wardle said that when the Council talked about deferrals, it is a deception of the rule. He asked Mr. Lambert what this road requirement would be to him. Mr. Lambert answered that he estimated it would be \$50,000 – \$80,000. Chairman Wardle asked what public improvements should be required on alleyways, and should they be deferred until the whole road gets done. Council Member Hansen said he knows the Tooele alleys, and feels there is a problem on all of them. He felt that something needed to be put in place that made sense. He did not feel that anyone should have to pay \$80,000 for a road. He felt that it should be deferred until the road was improved. Council Member Gochis expressed concern saying there are a lot of unique situations. She asked if a snow plow would be able to go down the alleyway. Mr. Evans answered that alleyways are priority four, the lowest priority, with a blade of 10 feet. Council Member Brady agreed that the cost shouldn’t have to go to the homeowner, but felt that if it was deferred, it would cause more problems down the road. Mr. Bolser said that there could be savings in the cost of a road, if there are multiple properties doing the improvements at the same time. Mr. Bolser reminded the council that this is not the first time this has come up and that other properties have been required to put in the public improvements. He listed Dr. Gowans on 50 West, when he built an accessory building; and Tate’s residential site. Council Member Graf stated that the Code needs to be consistent and fair.

Council Member Hansen said that if it was deferred to be done in the future, the 26 feet needs to be addressed. He expressed concern about who would be willing to give up property to allow the required 26 feet in the future. He felt like some of the property owners have already utilized that property for things like buildings and driveway. Council Member Hansen suggested that Mr. Lambert work with Staff to write up a deferral.

Mr. Paul Hansen said that the right-of-way on 50 West is a 33 foot right-of-way. The challenge with deferrals is how to require someone to comply at the time. Council Member Gochis is

concerned about who would be willing to give up right-of-way property. Chairman Wardle said that the City could allow language in the Code to allow a deferral. He asked that Staff prepare a policy option for them in two weeks. Council Member Brady asked the Staff what they suggested. Mr. Evans stated that all City alleys are in horrible shape. He said the City has to ask whether to pave a road in the alley that only six people use, or do they pave a road that 30,000 people use. Mr. Bolser said that Staff administers the Council's policy which is the City Code. He added that it gave him pause to do a deferral, but that he would make it happen if it was the Council's direction.

It was decided that this will be brought back to discuss as a Code amendment in two weeks, as a first reading.

- Budget Discussion

Council Member Hansen indicated he met with Ms. Wimmer, and that his questions and answers were provided to the Council. Ms. Wimmer explained to the Council and the public some of Council Member Hansen's questions. She said that approximately 74% of the budget is spent on salaries and utilities. The City has an \$18.5 million budget, and \$4.7 million is spent on operations, capital projects, capital equipment, water and sewer funds. She said that there are four enterprise fund which are paid for and funded by user fees, no taxes.

Council Member Hansen said that he asked if the City is allowed to do fundraisers, for things like the railroad museum, the Boys and Girls Club, etc. Ms. Wimmer said that she is checking in to that.

Council Member Hansen asked about the process of transferring funds. Ms. Wimmer explained that money can be transferred, but the City has to prove that the account does not need the fund and then has to go through the public process.

Council Member Graf asked if it were possible to cut the Council's own salary, temporarily, to allocate to another fund, such as employee programs. Ms. Wimmer said that they could.

Chairman Wardle asked about some of the revenue accounts, stating that there is an increase in the golf course green fees, concessions, and cart rentals. Ms. Wimmer said that the budget was kept the same as last year. She added that the golf course had to close down due to COVID, so the estimates may be lower. She said she had to guess on the amounts.

Chairman Wardle stated that the power and gas costs really fluctuate. Ms. Wimmer said that she is looking at the costs over the last couple of years so that they can bring the amounts in line with what they are really costing. Chairman Wardle said that it was helpful when they can look at actual costs rather than estimates. Ms. Wimmer said that she would print that out for him.

Ms. Wimmer explained that the street lighting budget is now funded in the 55 fund. The 4413 is used to pay the power bills.

Chairman Wardle said that the railroad museum showed a 33% increase in the employee line item, from \$11,000 to \$18,000. He asked if the City is adding employees or adding hours. Mr. Cook said that their goal is to try to have more hours for Stephanie, the museum supervisor. He added that it took a while to get the board in place, so that is the reason there is funding left.

Council Member Brady indicated that he emailed some of his questions already. He asked about the equipment replacement program, saying that it seemed to always be short. Ms. Wimmer said that they need to make it a priority and decide how much to allot each year. Ms. Wimmer added that it was increased this year, but that she needs the Council to set that policy in January. She said that the proposed budget funds the police vehicles. Council Member Brady asked if she was comfortable with the amount in the rainy day fund. Ms. Wimmer said that City is sitting at 23% now, and are projecting to be close to 25%.

Council Member Brady asked if PAR tax could be used for active transportation for trails. Ms. Wimmer said that she would check on that. Council Member Brady said that other cities pull from that fund.

Council Member Gochis asked about funds in the 4510 fund. Mr. Cook indicated that it would be used for employees who will be doing weed abatement. There is \$117,000 for park maintenance even though some duties will be shifted. Mr. Cook said that this is required for mowing parks. Council Member Gochis asked about the purchase of the Rocky Mountain facility, and where that would be paid out of. Mr. Cook answered that it would be paid out of the Council's special projects. Council Member Gochis asked what was planned for Phase 2 of England Acres. Mr. Cook handed out to the Council the plan for Phase 2, the property to the east. Some of the plans include additional parking, additional trails, and playgrounds. This park is completely on culinary water, so they're trying to limit the amount of water needed. Mr. Cook added that the playground at England Acres is more ADA functional than others, and that all decisions regarding the park will come back to the Council. Council Member Hansen asked about the road on the east side of the park that doesn't go all the way through. He asked if the City will complete the road. Mr. Hansen said that the City has had discussions that England Ridge will be constructing on the road on east side.

Council Member Gochis expressed concern about the lakes at Overlake and the Rodeo well repair.

Chairman Wardle asked if parks would be installing the bathroom at the golf course, and the decking where the golf carts are stored. Mr. Cook answered that he was looking in to both of these projects, and was hoping to use PAR tax money for them.

Chairman Wardle said that on Tuesday night the Council would be having a work session on the budget. He encouraged the Council to bring their questions and ideas with them to that meeting.

6. Close Meeting to Discuss Litigation and Property Acquisition

There was not a closed meeting.

7. **Adjourn**

Chairman Wardle adjourned the meeting at 6:45 p.m.

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

Approved this _____ day of June, 2020

Scott Wardle, Tooele City Council Chair