

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

Date: Wednesday, June 19, 2019  
Time: 5:00 p.m.  
Place: Tooele City Hall, Large Conference Room  
90 North Main St., Tooele, Utah

**City Council Members Present:**

Steve Pruden, Chair  
Scott Wardle  
Dave McCall  
Brad Pratt  
Melodi Gochis

**City Employees Present:**

Mayor Debbie Winn  
Glenn Caldwell, Finance Director  
Roger Baker, City Attorney  
Michelle Pitt, Recorder  
Jim Bolser, Community Development Director  
Steve Evans, Public Works Director  
Paul Hansen, City Engineer  
Darwin Cook, Parks and Recreation Director  
Shannon Wimmer, Assistant Finance Director  
Jami Carter, Library Director

Minutes prepared by Michelle Pitt

**1. Open Meeting**

Chairman Pruden called the meeting to order at 5:00 p.m.

**2. Roll Call**

Steve Pruden, Present  
Scott Wardle, Present  
Brad Pratt, Present  
Dave McCall, Present  
Melodi Gochis, Present

**3. Discussion:**

- Emergency Preparedness for Elected Officials  
Presented by Jim Bolser and Bucky Whitehouse

Mr. Bolser said that a few months ago, under the Mayor's direction, the City implemented an Emergency Management and Preparation Program. There were several points that were requested to be addressed, but the program was to begin internally. One of the first things implemented was the internal notification system as a way to notify employees when incidents occur. Mr. Bolser cited an example of the day we had heavy snow and it was difficult for employees to come to work. There was not an internal way to notify employees that they did not need to come to work other than a phone call tree. A sister program to Tooele Alerts is the myAlerts. TooeleAlerts is a red app, and is a community awareness system; myAlerts is a blue app, and an internal awareness system.

Mr. Bolser said that another thing implemented was getting a 72 hour kit at City Hall for employees who are required to come to work during emergencies.

Mr. Whitehouse, director of the Tooele County Emergency Preparedness Program, explained some of the things the emergency preparedness program does, and things it provides. Mr. Whitehouse handed out some information explaining what the role of elected officials would be, if there was a disaster. He said that the City needs to do what they can to mitigate the disaster, and then prepare. For example, the potential run-off water on 700 South, the City prepared by notifying residents who live there about the possibility of water being sent down their street.

Chairman Pruden asked if there was a financial incentive from the state available. Mr. Whitehouse answered that there is funding and mitigation grants available through the state, but it is very competitive. He added that there are some projects within the City now that may apply. Mr. Whitehouse knows the process of applying, and can help with an application if needed.

Mr. Whitehouse said that cities have started to fund positions for emergency preparedness.

The Mayor indicated that there isn't currently a budget associated with this position. She said that Mr. Bolser is getting a budget together for this program. The Mayor indicated that she has met with the county commission, and they are willing to work with the City to get grants for mitigation.

Mr. Whitehouse said that they are getting close to wrapping up the water run-off worry, and will now switch to fire concerns.

Mr. Bolser added that if the Council is interested and amenable, they could meet at the EOC building to see how things would work in an actual emergency. The Council indicated that they would like to do that.

- Cemetery Fees  
Presented by Darwin Cook

Mr. Cook stated that he took the suggestions from the Council from the last meeting and implemented them in a new cemetery fee schedule. The goal of the City is reimburse the City for the costs of cemetery man hours and equipment. The services rendered is the same whether you are a resident or not. He felt that these fees reflected the cost of services, whether someone is a resident or not.

Councilmember Gochis asked if there was a plan for indigent residents, who are unable to pay for burial. Mr. Cook explained that these fees are a recoupment of fees. The Mayor said that the County has an indigent fund. Mr. Cook added that they have found that cremations are often chosen to lessen the cost of burial. When there's a cremation, the cemetery staff sets up chairs for family and friends, on their own (not the funeral home), without cost.

- Resolution 2019-45 A Resolution of the Tooele City Council Accepting the Completed Public Improvements Associated with the Castagno Place Subdivision Presented by Paul Hansen

Mr. Hansen stated that this is a small subdivision on 850 East. All the public improvements have been completed and have met the City requirements.

- Resolution 2019-46 A Resolution of the Tooele City Council Approving Budget Amendments for Fiscal Year 2018-2019 Presented by Glenn Caldwell

Mr. Caldwell explained the proposed amendments to the current budget were to complete certain Parks Department projects, pay for the Aposhian settlement, pay expenses for the police department building, and for the UTA pass-through.

- Resolution 2019-47 A Resolution of the Tooele City Council Adopting a Tentative Budget for Tooele City for Fiscal Year 2019-2020 Presented by Mayor Debbie Winn

Mayor Winn indicated that this resolution will adopt the tentative budget, and inform the public that on May 1<sup>st</sup> the tentative budget was brought before the Council and approved. The Council also had a work meeting to discuss the budget, with minimal changes requested. The Mayor went on to say that the budget would be brought before the Council to be approved using the current certified tax rate. The truth in taxation hearing will be on August 7<sup>th</sup>. The budget has been on display for the public in the recorder's office.

Councilmember Wardle asked why the Council adopts the tentative budget in May, when the state statute says it needs to be presented, but not adopted. A public hearing is held in June, to see if they want to adopt the budget. He wondered why the Council is voting on a tentative budget now, rather than waiting until the truth in taxation meeting in August. Shannon Wimmer said that she would contact the state auditor to see how to handle this. Councilmember Wardle said that the City's practice needs to come in line with the state law.

Councilmember Wardle asked why the City did not appropriate any money for secondary water in the budget. He said that he felt it needed to be added under capital projects. He would like to see \$1 million set aside for Phase 1, bid it out in the fall, and completed in the spring. He asked that a line item be added so that it would not be forgotten. Ms. Wimmer said that it would come out of the sewer fund. Councilmember Wardle said that since the bond had been paid, that payment could go towards the secondary water.

Councilmember Wardle said that 400 West needed to be dealt with. Mayor Winn said that the City received a check for \$1,070,000 for the sale of the ball field, so the City had the option to use this money towards 400 West. Councilmember Wardle recommended those funds be put in the 41 fund, held until the City gets requests for proposals back for this project, then do a budget amendment. Mr. Caldwell indicated that the funds were now in a trust fund.

Councilman Wardle indicated he would like to meet to discuss the Purchasing Policy to discuss the wording, so that it could be brought back to the Council at their next meeting.

- Resolution 2019-48 A Resolution of the Tooele City Council Adopting a Proposed Tax Rate for Fiscal Year 2019-2020  
Presented by Glenn Caldwell

Mr. Caldwell stated that the intent of the certified tax rate is to hold cities' income the same. This year if the City uses the current rate calculated by the Utah State Tax Commission of .003024, it would generate \$139,000 above what the City made last year. Increasing the rate to .003334, which is the rate it was last year, would bring \$492,000 above last year's income.

Chairman Pruden stated that by adopted the same rate we had last year would allow the City to hold steady. He felt that that was what the public wanted. Councilmember Pratt added that he understood that the City would stay at the .003334 rate. Councilmember Wardle thought that was the public sentiment - to stay at that same rate- rather than to hit them again with a large increase.

- Resolution 2019-49 A Resolution of the Tooele City Council Consenting to the Reappointment of Stephanie Statz and Karen Belmonte to the Library Board of Directors  
Presented by Mayor Debbie Winn

Mayor Winn stated that Stephanie Statz and Karen Belmonte have been serving on the library board since July of 2017. Board members can serve two consecutive terms, if they desire. Ms. Statz and Belmonte would like to continue serving on this board.

Ms. Carter added that the library board is strong. Stephanie has been the board chair for the past two years. Karen serves and volunteers in the Friends of the Library as their president. Karen is a former library director. They are a good resource and sometimes look at things from a different resource.

Council Member McCall added that the council board members work well together. Karen and Stephanie have been great on the board and he would like to see them reappointed.

- Resolution 2019-50 A Resolution of the Tooele City Council Approving a Contract with Impact Contractors Inc. for the Demolition of Obsolete Water Storage Tanks  
Presented by Steve Evans

Mr. Evans said that the City would like to demolish Tank #2 which is southeast of the canyon dam, and Tank #3 up the hill, and across from LaFrontera. The bids for demolishing the tanks were \$10,400, each. There are additional costs for hauling away materials. Mr. Evans recommended the contract be awarded to Impact Contractors Inc. for \$43,000, with a \$2,200 contingency. Mr. Evans added that this bid is very low, but City staff confirmed with Impact Contractors that they wanted to do the project at this bid. The company feels that they can complete each tank within two weeks. Mr. Hansen added that there is no asbestos on the tanks that needs to be mitigated. He said that the company will need a demolition permit from the state, and there's a 10 day wait period for that.

- Resolution 2019-51 A Resolution of the Tooele City Council Authorizing the Mayor to Sign a Contract with Broken Arrow Construction for the Broadway Storm Drain Project (400 North to Utah Avenue)  
Presented by Steve Evans

Mr. Evans stated that the City would like to increase the storm drain from 400 North to Utah Avenue because it has historically been a problem area when there is storm water run-off. The City has had one claim this year for flooding in this area. Mr. Evans added that increasing the storm drain should mitigate that from happening again. The contract is for \$466,234.92, and a 5% contingency of \$23,300. This will come out of the storm drain fund.

- Ordinance 2019-17 An Ordinance of the Tooele City Council Amending the Tooele City Zoning Map for Property Located at Approximately 168 Skyline Drive  
Presented by Jim Bolser

Mr. Bolser said that the Council saw the concept plan for this property located on the south side of Skyline Drive across from the cemetery. This matter went through the Planning Commission, and a public hearing. The Planning Commission forwarded a negative recommendation to the Council. The Planning Commission also added findings in addition to the Council's policy statement on multi-family rezoning. Mr. Bolser added that this is not going to the business meeting tonight, but is only for discussion in this work meeting.

The Council indicated they would like to read the minutes from the Planning Commission meeting. Mr. Bolser said that the minutes from the Planning Commission should be finalized in a draft form in the next few days.

- Ordinance 2019-18 An Ordinance of the Tooele City Council Amending the Tooele City Zoning Map for Property Located Near 600 West 1200 North Presented by Jim Bolser

Mr. Bolser stated that this zoning request is another project that is a Zoning Map Amendment, and is associated with the Lexington Green project. The Planning Commission reviewed this application and forwarded it with a positive recommendation. Mr. Bolser added that this project is subject to the Council's multi-family rezoning policy, however it falls under the caveat in the policy that says the Council will continue to consider applications on property for which there is a contractual obligation to do so. This matter is not on tonight's business meeting.

Mr. Baker added that the Council has a contractual obligation to consider the rezone request, but they are not obligated to approve it.

- Subdivision Final Plat Request for Overlake Estates 1L Phase 2 by Perry Development LLC, Located at Approximately 620 West 2000 North in the R1-7 Residential Zoning District for the Purpose of Creating 31 Single-Family Residential Lot Presented by Jim Bolser

Mr. Bolser said that this is the final plat for the next phase of Overlake Estates 1L. The Planning Commission has forwarded a unanimous positive recommendation to the Council. Mr. Bolser added that Perry Homes will be submitting a request to amend the settlement agreement to allow City inspectors to do the inspections on this phase. The request will be brought to the Council for approval to amend the settlement agreement. Mr. Bolser clarified that the request does not affect, and is separate from, the subdivision request.

- Minor Subdivision Request for the Utah Industrial Depot Minor Subdivision No. 37 Amended by Peterson Industrial Property, Located at Approximately the Southeast Corner of Feldspar Street and K Avenue in the I Industrial Zoning District for the Purpose of Creating Three Industrial Lots Presented by Jim Bolser

Mr. Bolser said that this property is a long narrow piece of property at K Avenue and Emerald Road. The request is to divide it from one property into three, for a development on the northern most part of the lot. This matter is scheduled for the 7:00 meeting.

Chairman Pruden turned the time over to RDA Chair Pratt for the RDA items.

- RDA Resolution 2019-12 A Resolution of the Redevelopment Agency of Tooele City, Utah, Adopting a Budget for Fiscal Year 2019-2020 Presented by Mayor Debbie Winn

Mayor Winn stated that the proposed budget has been prepared in accordance with state law. A public hearing will be held later tonight. Chairman Pratt stated that the travel and training budget was reduced. The RDA board would like to put it back up to \$20,000 because it would

be wise to have some ability to be trained on how to work together to do master plans. RDA Member Wardle asked that the professional and technical line item be taken down to \$120,000 and contract services drop to \$60,000.

- RDA Resolution 2019-13 A Resolution of the Redevelopment Agency of Tooele City, Utah, Approving a Tax Increment Reimbursement Agreement with Broadway-Heritage Village Apartments 2017, LLC  
Presented by Roger Baker

Mr. Baker explained that Randy Sant and Kyle Fielding prepared the tax increment reimbursement agreement, and that he reviewed it. The tax increment payments would be a tax increment reimbursement rather than a tax increment participation, based on their performance of certain items. The maximum increment the RDA would reimburse would be \$360,000 and the maximum per year would be 75% of the total tax increment collected from that project area for that year.

Mr. Baker added that the intent is to cover the budget gap in their pro forma to make sure the project can be successful. Mr. Sant said that developers have to submit a budget each year that shows what their revenue, expenditures, debt operating income, debt service payment, and debt service coverage ratio is. If the debt service coverage ratio falls below 1.30, the RDA will give them enough increment to reach the debt service coverage. The bond they received requires them to have that debt service coverage. If there is a year that they have more revenue, or exceed that, the RDA won't give a reimbursement that year. The RDA wouldn't keep it, it would be a rebate to the taxing entities that year. It is a 10 year participation, beginning in October.

They will start on the hotel first, and want to complete it in 2021. The agreement requires that permits be pulled by August 2020.

Chairman Pratt thanked Mr. Sant for his work on this project over these many years. The improvement on that hotel will provide affordable housing and improve that area greatly. Mayor Winn expressed appreciation to Mr. Bolser for walking through and changing the plans with them so that they could conform to City codes to fit with our community.

Mr. Sant mentioned that the Broadway project area was created in 2008. Mr. Baker mentioned that Kevin Hunt made his first Broadway project presentation to the City in February 2004; it took 15 years to get to this point.

Mayor Winn added that this building has been added to the historical register. Mr. Sant thanked the Mayor for meeting with the school board and the county and for her help getting them on board so that we this incentive could be offered.

#### **4. Close Meeting to Discuss Litigation and Property Acquisition**

**Council Member Gochis moved to close the meeting.** Council Member Pratt seconded the motion. The vote was as follows: Council Member Wardle "Aye," Council Member McCall

“Aye,” Council Member Pratt “Aye,” Council Member Gochis “Aye,” and Chairman Pruden “Aye.”

The meeting closed at 6:15 p.m.

Those in attendance during the closed session: Mayor Winn, Paul Hansen, Michelle Pitt, Jim Bolser, Steve Evans, Glenn Caldwell, Roger Baker, Darwin Cook, Council Member Pratt, Council Member McCall, Council Member Gochis, Council Member Wardle, and Chairman Pruden.

No minutes were taken on the closed meetings.

## **5. Adjourn**

Chairman Pruden adjourned the meeting at 6:55 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 17th day of July, 2019

---

Steve Pruden, Tooele City Council Chair