

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

Date: Wednesday, December 19, 2018
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
Dave McCall
Scott Wardle
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
Randy Sant, Redevelopment Agency Director
Shannon Wimmer, Assistant Finance Director joined the meeting at 6:18 p.m.

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

3. Discussion:

- Left Hand Fork Campground Area and Options
Presented by Steve Evans

Mr. Evans stated that the Left Hand Fork campground is located within Tooele City. There is an agreement, where Tooele City is the lessor and the Elks as the lessee. There is a campground in the east area which has a bridge, three tables, and one fire pit, and another campground in the west area which has six tables. The agreement says that there will be running water. Mr. Evans said that there is a stream on the property, with a pipe coming from a spring box. He wondered if the stream qualified as running water, as required by the agreement. Mr. Evans indicated that the picnic tables at the campgrounds are really old and need to be refurbished. There is also a lot of deadfall in that area.

Chairman Pruden suggested a proposal be prepared adding this property to our inventory as a facility that can be reserved. He added that some upgrades need to be made to make it usable. Mr. Hansen clarified that these campgrounds are classified as dry camping. There is no sanitary sewer or running water there. The Mayor stated that the City puts a port-a-potty there, and allows the public to reserve it. Council Member McCall said he didn't think Camp Wapiti was aware that they were supposed to take care of the upper areas or campgrounds. Mr. Baker said that the Elks are responsible for putting in running water, but the City is responsible for the upkeep of the campgrounds. Council Member McCall said that the Elks think the agreement is just for Camp Wapiti, not the upper portion of Left Hand Fork. If they knew that they were supposed to take care of the upper portion, they would monitor the gate.

Mr. Evans said that it is in the contract that the Elks would provide water to the campgrounds, but the maintenance is still in question of who is supposed to do that. Mr. Baker said that he and Mr. Evans are meeting to discuss the water issue. Chairman Pruden asked if the City could spend PAR money to do the upgrades. Council Member Wardle asked about applying for the matching grant to cover the fire pits, or to help prevent wildfires. He indicated he remember Bucky Whitehouse coming to the Council regarding the matching grant, saying that the City would be eligible if it was used to prohibited fires. Council Member McCall indicated that the Elks did that very thing outside of Camp Wapiti.

Council Member Wardle asked how many tables there were in the camp areas. Mr. Evans answered there were nine. Council Member Wardle thought the replacement of those would be between \$40-50,000. Mr. Baker said that the tables were usable, but rough. Chairman Pruden suggested that the parks department be tasked to get cost estimates for aluminum tables to replace the wooden tables, and to add pavilions. Council Member Wardle said that the replacement could be spanned out over a few years. Council Member Wardle added that there was a particular type of table that can be purchased that allows an easy cleanup of graffiti. Council Member McCall said that if there was an issue with the camp, he would contact the Elks about participating in the maintenance or replacement of the tables. The Council asked for a copy of the agreement.

Chairman Pruden asked for a proposal for ideas of what to do with this asset, and estimates for improvements.

Mr. Evans said that the wigwam is in bad shape. It is getting tested for asbestos, and then will be demolished. He asked how the Council felt about designating it as a usable recreation property by putting in a pavilion there and renting it out. Mr. Baker said he would look at the lease agreement to see if it was exclusive for use by the scouts, or if the City can rent it out. Mr. Baker said that the City only rents to one camper at a time at the Left Hand Fork campgrounds, even though the camp areas are large. Each campground is separated by about a quarter mile. Mr. Baker said that the City only charges \$5 per night to help fund the port-a-potty. The City may want to look at increasing the fee.

Mayor Winn indicated she has asked the parks department to put reservations of the campgrounds on hold. If people call to inquire about reserving the campground, names and phone numbers will be taken, but the Mayor wants to make sure that this is open for the public to use. She would like the campgrounds to be put on the website and reserved that way. The Mayor added that a proposal will be brought back to the Council.

- Settlement Canyon Grazing Lease
Presented by Steve Evans

Mr. Evans said that there is a grazing lease for property above the Left Hand Fork property. Mr. Evans said he got involved because he was told that the pipe in that area was for the Settlement Land and Cattle users for grazing purposes. Mr. Evans said he wondered if there is water there, and if so, there is no language in the agreement about the water. The City owns 1700 acres in this area. Mr. Evans went on to say that the lease terminates on December 31, 2018. The lease says that 1 cow or horse is allowed for 30 acres, which equals 59 animals. The lease requires \$100 per month. The current grazing rates are \$18 - \$21 per head per month, which equals \$3,186. Mr. Evans added that there has not been an increase in this lease for 27 years. There was also a question of whether to increase the limit of one animal per 30 acres. Mr. Evans said that the agreement has traditionally been for a term of 2-5 years. Chairman Pruden said that he would like to see the cows out of the campground areas. He proposed that the rate stay at \$100 per month, but require Settlement Canyon to build a fence to keep the cows out of the campgrounds. Council Member McCall said that horse riders park below the camping area and then ride their horses up the road. He said that a fence might prohibit the horse riders. Chairman Pruden said that he was not as concerned about the revenue as keeping the cows out.

Council Member Pratt said that he liked the fence idea. Council Member Wardle suggested that the City designate where the fence needs to go.

Mayor Winn said that she would meet with Settlement Land and Cattle, who would be Ned Bevan, to see if they're interested in putting up a fence, and keeping their current rate. She will then bring information back to the Council.

- Irrigation Company Water Shares
Presented by Steve Evans

Mr. Evans stated that there is a Middle Canyon irrigation diversion box at the Oquirrh Hills golf course which disperses water to different organizations. It is locked so that it can be dispersed to the right entities at the right times. Tooele City owns 71% of the Middle Canyon shares, and 29% is owned by Pine Canyon. Mr. Evans wondered why there isn't a member from Tooele City on the Middle Canyon Irrigation board, when the City owns the majority of the shares. Mr. Evans indicated that he has spoken to Middle Canyon Irrigation, and they are supposed to let him know when they are going to vote in new members. Mr. Evans stated that he is willing to serve on that board. The Council indicated they may also want an elected official on the board.

Mr. Evans said that the irrigation season is over, and all excess water is currently going to Pine Canyon. Mr. Evans feels that the golf course ponds should be filled first, and then the excess water could go to Pine Canyon.

Mr. Evans indicated that he has tried to get a hold of Bob Clegg to talk about Settlement Canyon Irrigation, but hasn't been able to meet with him. Tooele City owns 16% of those shares, making the City the second largest shareholder.

Mayor Winn said she was approached about obtaining a grant to put meters on irrigation water. Westin Jensen provided a quote of \$37,000 for 6-7 meters. She indicated that she believed that all the shareholders would pay for the meters. Council Member Wardle said that about 10 years ago he sat on a committee to apply for this grant for meters, but it was determined that it was cost prohibitive. He added that there is a question of whether agricultural shares and residential shares are treated the same. Council Member Wardle expressed reservation until there was a policy of how agricultural and residential shares would be treated. Council Member Wardle stated that he was not against the meters, but wanted a policy in place. Council Member McCall said that he was bothered by people that run their water all day because they own irrigation water shares.

Mr. Hansen said he appreciated this water discussion. He added that he would like to talk about how to credit irrigation shares at a future Council meeting. He explained that the City is currently allowing an exchange of credit, but he would like to have a policy discussion about how to best require water right requirements for new developments and new homes. Mr. Bolser stated that the City has been applying water rights towards a building permit.

The Mayor said that if irrigation water is turned off early because there isn't any more water, homeowners are using culinary water. She agreed that the City needs a good policy. Council Member Wardle felt that this was a good reason to have an elected official on the irrigation board to help develop policies.

- Water and Sewer Modeling
Presented by Steve Evans

Mr. Evans stated that the purpose of a water plan is to assess current conditions with the existing water.

He said that the City has been looking at hiring a water right consultation for 2 EPA net models, a hydraulic model, to prepare capital facilities plan and report. He said that the City budgeted \$120,000 for this project, and received a proposal for \$132,300. Mr. Evans explained that the hydraulic model is very important. Pumping at night saves the City a lot of money. The water study can show water deficiencies. It will collect the million gallons pumped and look at which well is the cheapest to run at that capacity. It can list the wells in order, saying this well should be used first, second, and so on. The City could then rely on the water model to tell us how much water is left in the reservoir for development. Mr. Hansen added that this could be used from the impact fees budget. The last water model was done in 2006. Mr. Hansen went on to say that impact fees can only be encumbered for six years, so now is the time to do this. Although it is a lot of money, it is essential to have the information to size the pipes correctly. If a pipe is oversized even by one pipe size, it could be a cost of \$30,000. Mr. Hansen said that there are a number of developments and rezone requests coming to the City. The better the model is, the better prepared the Council will be to make informed decisions on these developments.

The Council authorized staff to move forward with getting contracts started. Mr. Baker said that it would be appropriate to follow up with an impact fees facilities plan and an impact fee analysis.

- Street Design Standards
Presented by Paul Hansen

Mr. Hansen explained that sometime in the past the City limited the cul de sac street length to 250 feet as a maximum. City staff is proposing that City Code 4-8-2(4) be modified to allow the City to approve cul de sacs greater than 250 feet in length, based upon site specific recommendations of the the Public Works Director. Mr. Hansen said that City staff is also proposing a modification to City Code 4-8-2(6). This section of the Code established a minimum street grade of 0.5%. Staff is proposing that the minimum street grade be increased to 1% unless approved by the Public Works Director based upon site specific conditions. Mr. Hansen stated that the reason for this change enhances storm water flow, the way the curb and gutter can be installed, and eliminates a lot of constructability challenges and storm water challenges. Mr. Hansen said that these two items would be brought back to the Council as a proposed Ordinance.

Mr. Bolser said that the City is seeing a lot of construction. A lot of contractors bring in large dumpsters which causes traffic issues and take chunks out of the roads when they get dumped. The City either needs to have the home owner or the developer fix the roads when damaged from a dumpster, or the dumpster needs to be placed on the property. He added that it would be easier to have them place the dumpsters on their own property rather than have to fix the roads.

Chairman Pruden said he liked the idea of putting the dumpster on the property being developed. Council Member McCall if they don't obey the ordinance, they should be cited and pay a fee. Chairman Pruden asked that a proposed Ordinance be brought before the Council.

- Ordinance 2018-26 An Ordinance of the Tooele City Council Amending the Tooele City Zoning Map for Property Located Near 300 West 400 North Reassigning 3.05 Acres of Property Currently Zoned R1-7 Residential to HDR High Density Residential Presented by Jim Bolser

Mr. Bolser said that the Planning Commission has heard this Ordinance, and the City has heard a lot of positive feedback from property owners. Chairman Pruden added that it is a huge positive for infill. He asked if this would screen the skate park from the street. Mr. Bolser said that it would not.

The Council took a short break at 5:58 p.m.

- Petersen Industrial Depot Final Plat – Amending Subdivision Plat 2C

AND

- Petersen Industrial Depot Building 659 Condominium – Final Plat Request Presented by Jim Bolser

Mr. Bolser stated that Petersen Industrial is proposing to take an existing lot which encompasses about 6-8 buildings, and carve off one of those buildings in the very corner of that lot on to its own property. The second application is a condo plat to draw a line of ownership down the middle of the building so that there can be two different owners, or tenants.

- Tooele 10th and Main Preliminary Subdivision Plan Presented by Jim Bolser

AND

- Tooele 10th and Main Master Site Plan Presented by Jim Bolser

Mr. Bolser stated that the 1000 North project is creating nine lots that coincide with the master plan layout, and two of those lots, the western lots, are intended to be used for residential use. The subdivision is the first step in developing the property. The master plan, is a master site plan. This will be reviewed by the Board as the RDA function, rather than as a Council function. The intent is to establish the baseline, for which the development approvals will happen. The site plan will be handled through the Planning Commission, so the Council will not see them. Mr. Bolser went on to say that this is the Council's opportunity as a board to see the overall proposal of the layout.

Mr. Baker said that this process is required by the contract, not City Code. Mr. Baker said that the City wanted to have approval of the site plan, so it was written in the contract that way. Mr. Sant explained that he asked Mr. Bolser to present these items, even though it is an RDA item. Mr. Sant expressed appreciation to Mr. Bolser, Mr. Hansen and staff for their work on this item.

- Resolution 2018-70 A Resolution of the Tooele City Council Approving a Memorandum of Understanding Between Tooele City and the Tooele Technical College for a Tooele Small Business Development Center Presented by Mayor Debbie Winn

The Mayor stated that she met with Paul Hacking, President of the Tooele Technical College. Tooele City, Grantsville City, and Tooele County has supported a small business resource center for the last couple of years. The Tooele Technical College would like to expand the services that can be offered by putting together a small business development center. A director has been hired, Jess Clifford. Paul Hacking said that the development center will provide an accountability report each year. Funding assistance from the City has been given each year at \$15,000 and has come from the RDA budget. The same amount is being requested from Grantsville and Tooele County. The program is run through Utah State University, but housed at the TTC.

Mr. Sant said that Mr. Hacking told him that they are at capacity and almost to the point where they need a new building.

- Audit for Fiscal Year 2017/2018 Presented by WSRP Certified Public Accountants

Randy Jensen reviewed the financial statement and report. Mr. Jensen stated that every department in the City that was looked at is doing a good job. There was only one small finding of not abiding by the state law requiring minutes being posted within the specified time frame.

Steve Pruden thanked Mr. Caldwell and Ms. Wimmer for their work in the City's finances.

4. Close Meeting to Discuss Litigation and Property Acquisition

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

The meeting closed at 6:38 p.m.

Council Member Pratt moved to recess, and reconvene the closed meeting. Council Member Gochis seconded the motion. The vote was as follows: Council Member McCall "Aye," Council Member Wardle "Aye," Council Member Pratt "Aye," Council Member Gochis "Aye," and Chairman Pruden "Aye."

The meeting recessed at 6:57 p.m.

The meeting reconvened in a City Council closed meeting at 8:55 p.m.

Council Member Pratt moved to close the City Council closed meeting, and to convene the RDA closed meeting. Council Member McCall seconded the motion. The vote was as follows: Council Member McCall “Aye,” Council Member Wardle “Aye,” Council Member Pratt “Aye,” Council Member Gochis “Aye,” and Chairman Pruden “Aye.”

The RDA closed session began at 9:42 p.m.

Those in attendance during the closed sessions were: Mayor Debbie Winn, Glenn Caldwell, Paul Hansen, Michelle Pitt, Jim Bolser, Steve Evans, Roger Baker, Randy Sant, Council Member Wardle, Council Member Pratt, Council Member McCall, and Chairman Pruden.

No minutes were taken on the closed meetings.

5. Adjourn

RDA Member Wardle moved to adjourn the RDA meeting. RDA Member McCall seconded the motion. The vote was as follows: RDA Member McCall “Aye,” RDA Member Wardle “Aye,” RDA Member Pruden “Aye,” RDA Member Gochis “Aye,” and Chairman Pratt “Aye.”

The meeting adjourned at 10:06 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 16th day of January, 2019

Steve Pruden, Tooele City Council Chair