

**Tooele City Council
Work Session Meeting Minutes**

Date: Wednesday, September 16, 2020

Time: 5:45 p.m.

Place: Tooele City Hall, Council Chambers
90 North Main Street, Tooele, Utah

City Council Members Present:

Justin Brady

Tony Graf

Melodi Gochis

Scott Wardle

City Council Members Excused:

Ed Hansen

City Employees Present:

Mayor Debbie Winn

Jim Bolser, Community Development Director

Chief Ron Kirby, Police Department

Steve Evans, Public Works Director

Paul Hansen, City Engineer

Darwin Cook, Parks Department Director

Roger Baker, City Attorney

Shannon Wimmer, Finance Director

Michelle Pitt, City Recorder

Cylee Pressley, Deputy City Recorder

Minutes prepared by Kelly Odermott

Chairman Brady called the meeting to order at 5:51 p.m.

1. Open City Council Meeting

Chairman Hansen was excused. Vice Chairman Brady opened the meeting as Chairman.

2. Roll Call

Justin Brady, Present

Tony Graf, Present

Melodi Gochis, Present

Scott Wardle, Present

3. Mayor's Report

Mayor Winn stated 6 months ago this week there was an earthquake and the covid emergency declarations started. The City has continued the services that it is obligated to provide.

Mayor Winn stated they have been in the process of drilling two wells and the Red Del Papa pump tests are positive for water. The Berra well will have pump tests this week. There have been three wells that have not been working. Well 6 is now complete and will be reconnected after pump tests. Well 14 will have a pump installed next week. She thanked the staff who have moved water throughout the city to ensure there was water pressure and water available.

Mayor Winn stated the Broadway Hotel demolition will begin September 28, 2020. The building will be demolished, but not removed from the property until financing comes through. There were terrible wind storms in Utah and Weber County is borrowing the City's wood chipper. A couple years ago a grant was obtained for Safe Routes to School, to put in a sidewalk on 7th Street. The funding has come in and that will be put out to bid as soon as possible. The pickleball courts are under construction. Security cameras are being installed at the Dow James Building. The grant was obtained by the Police Department. The purchase of the old medical office building next to the cemetery has been completed. They are working with Ensign Engineering to provide an engineer's estimate to rehab the building. There was a Take Pride Tooele Clean up last week and over 70 residents were in attendance. The next event is October 8th. The General Plan open house will be held on September 17, from 6pm to 9pm.

4. City Council Members' Report

Council Member Gochis stated she attended the RDA and had a zoom meeting with an RFI. Attended the Tooele City Arts Council and they are working a Christmas program. She was able to participate in the Take Pride Tooele Event and thanked the Parks Department for their support of the event. She welcomed Mr. Jared Stewart to the Economic Development Director position. She reminded the Council that the census wraps up September 30, 2020. The enumerators continue to go door to door to collect data. The census will return \$1,900 for each man, woman, and child counted back to Utah State, Tooele County, and Tooele City. She received a call from Mr. Mike Terry about programs he would like to bring to Tooele City in regards to homeless populations. Lastly the Tooele Arts Council received a CARES Act grant.

Council Member Graf stated there are two board openings one with the North Tooele Special Service District, as well as the Tooele City Railroad Advisory Board. He had also had a chance to speak with Mr. Terry, who works with the State Bureau of Investigation.

Council Member Wardle asked for a CARES Act funding update. Mayor Winn stated that will be reviewed later in the agenda.

Chairman Brady stated he had the opportunity to attend the Take Pride Tooele Event. He had also had several meetings with the Mayor and attended the Planning Commission meeting.

5. City Council Discussion Items

- **Purchasing Policy & City Code Amendments**

Presented by Michelle Pitt, City Recorder

Ms. Pitt stated this has been discussed over the past couple of meetings. Chairman Brady stated there were some adjustments from the last meeting. Ms. Pitt stated that the proposed policy is purchases over \$30,000 would be brought to the City Council for approval, unless it is a public works project.

Council Member Wardle stated he called the Utah State Auditor's Office. He then went through the proposed purchasing policy with recommendations and requests that the terms from the fraud and abuse policy, ethical behavior pledge, conflict of interest, and procurement templates from the Utah State Auditors Office be included in the City's policy. He stated these should be in place to help safeguard the City assets. He added that the auditors office offers annual training, and that staff should attend. Council member Wardle indicated that he would email the information to Ms. Pitt.

Council Member Graf stated that he had notes about Utah Code 3G-6a, but those were covered by Council Member Wardle. He wanted to have the expectations spelled out more directly.

Council Member Wardle stated that there is a fraud policy measure that was recommended by the Auditors Office and he recommended the Mayor, a Council Member, and Ms. Pitt put together this policy.

Council Member Gochis stated that she is concerned about the sealed bids for items over \$30,000 and is concerned about the workload this may cause staff. Ms. Pitt stated they are currently doing it for \$20,000 and over and the increased amount shouldn't cause more of a burden. Council Member Gochis stated that the training should be done annually.

Chairman Brady stated he agreed with the \$30,000 and the waste water treatment facility repairs are consistently expensive, he suggested defining the policy to make it easier for the purchases. Ms. Pitt stated that there are parts that are sole source and that can be documented. The state code only breaks out public works projects and there are specific definitions.

Chairman Brady asked the emails to be forwarded to the council and staff.

- **Request for Establishment of a Special Assessment Area for Perpetual Open Space Maintenance in the Lexington Greens Development.**

Chairman Brady stated this is from the last meeting. He asked the Council member to informally declare where they stand on the issue.

Council Member Graf stated that he has concerns and his preference is for them to use the North Tooele Special Service District. A special assessment area is his second choice. He is strongly against a 20 year contract and recommends a 3 to 5 year contract.

Council Member Gochis stated she is not favorable for the special assessment area. She added that it had been said by Mr. Akerlow that he had not been invited to join the special service District and she stated she had discussed it with him.

Council Member Wardle stated he is in favor of it.

Chairman Brady stated that he is not in favor. There is an entity in place already.

Mr. Baker stated that he will inform Mr. Akerlow of the decision of the City Council.

- **Changes to the Par 4 Estates Development**

Presented by Jim Bolser, Community Development Director

Mr. Bolser stated this is a project that originated as City property. He gave a quick history of the project, which is recorded as the Tooele City Vine Street Minor Subdivision. It was purchased for development and approved for a PUD designation and this established very specific provisions for how the development would happen. The plan included a private road, golf course cart path, and public improvements that would be both private and a small portion public.

Mr. Bolser stated that since the PUD approvals, the project brought in new investors and with that new plans, the property improvements are now proposed to be entirely public. The clubhouse and tot lots have been removed and the units are proposed primarily as rentals. There was also a reduction in the green space. Moving forward there could be plan revisions for compliance with the PUD or a revision to the PUD approval will need to occur.

Council Member Gochis asked if the roads will be open to Vine Street. Mr. Bolser stated that they would, the stud roads will have access to Vine Street. Council Member Gochis stated she is concerned about parking on Vine Street. Mr. Bolser stated as part of the project, Vine Street will have improvements including curb and gutter and sidewalk.

Mr. Baker added that he wanted to emphasize that the nature of the planned development is the flexibility and site design in exchange for amenities provided to the City. One of the benefits to the City as part of the PUD was the private maintenance of the roads, water, and sewer lines. That cost would now become the City's with the new design.

- **CARES Act**

Presented by Shannon Wimmer

Ms. Wimmer stated that the CARES grant applications, there are 19 applications requesting \$170,000. She stated the City has received an allocation from the state for three tranches of money. Each tranche is \$1,064, 249 and the City has received the first and second tranche. She explained the actual cost that that City has incurred and the allocations that have been made for projects with a total of \$521,923. Tooele School District has reached out for some funding as they have exceeded their CARES money by about \$900,000. They are asking for some help with the chrome books for the students to do online learning. The staff proposal is to take the remaining \$540,325.86 from the first tranche and provide that to the School District to provide computers.

She explained that the departments are still determining costs for the second tranche of funds. The current estimates is around \$293,563. There is around \$700,000 available in the second tranche. It complies with the covid CARES Act grant. She asked if the Council would like to consider this.

The Council agreed to recess the meeting at 6:50pm and would conclude the discussion after the City Council business meeting.

Reconvened the work meeting 7:45pm

Ms. Wimmer reviewed the prior discussion with the Council.

There was a lengthy discussion about the monies and the amounts need by the school district. The Council agreed to give Tooele School District \$300,000 and keep it open for future funding as the CARES money is reviewed later in the year. There was an additional discussion about the budget approval process related to

the CARES monies and how often the budget should be amended to spend the money. Council Member Wardle stated that he wants the budget amended prior to any CARES act disbursements to be in compliance with budget expenditure rules. Ms. Wimmer stated that she would bring budget amendments as needed, but would prefer quarterly adjustments.

- **City Council Policy on New Multi Family Rezone Applications**

Presented by Paul Hansen, City Engineer

Mr. Hansen stated that on May 15, 2019 the City Council issued a policy that put a policy put a temporary hold on accepting multi-family rezones based on concerns over the demand for infrastructure. The City had just prior to that entered into contracts to revise the culinary and sewer master plans. The policy states that it is was prudent for the welfare of the citizens to complete the infrastructure modeling. The water model has now been completed to a point where the City can begin to allow applications to resume. The master plan is still in process for future growth, but that does not preclude them from looking at modeling the impact on the water system of development within the city. This would not grant automatic right to developers for the rezone, but would allow developers to go through the process of a rezone. Staff is recommending that the policy be suspended.

Chairman Brady asked if there were any comments or questions from the Council.

Council Member Graf asked if there was any data outstanding. Mr. Hansen stated that it is no 100% closed, but the model is accurate for what they need.

Council Member Gochis asked when that model will be presented to the Planning Commission? Mr. Hansen stated the model doesn't go the Planning Commission. The City's consultant will come to a Council work session to present the findings.

Council Member Wardle stated that he is in favor of rescinding the policy. He is troubled that it has taken 18 months to complete this process.

Chairman Brady entertained a motion.

Council Member Graf motioned to suspending the policy enacted May 15, 2019 which put a temporary hold on multi-family zone rezones. Council Member Gochis seconded the motion. The vote was as follows; Council Member Wardle, "Aye," Council Member Graf, "Aye," Council Member Gochis, "Aye," Chairman Brady "Aye."

6. **Closed Meeting**

Closed was canceled.

7. **Adjourn**

Council Member Brady adjourned the meeting at 8:12pm.

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 7th day of October, 2020

Justin Brady, Tooele City Council Member