

# PUBLIC NOTICE

Notice is Hereby Given that the Tooele City Redevelopment Agency of Tooele City, Utah, will meet in a Business Meeting, on Wednesday, December 19, 2018 at Approximately 7:30 p.m. or soon Thereafter. The Meeting will be Held at the Tooele City Hall Council Room Located at 90 North Main Street, Tooele, Utah.

- 1. Open RDA Meeting
- 2. Roll Call
- 3. RDA Resolution 2018 09 A Resolution of the Redevelopment Agency of Tooele City, Utah, Approving Addendum #4 to a Purchase and Sale Agreement with M-53 Associates for 33 Acres of Land Located at Main Street and 1000 North Street Presented by Randy Sant
- 4. Tooele 10<sup>th</sup> & Main Master Site Plan Presented by Randy Sant
- 5. Project Update
- 6. Minutes
  - December 5, 2018
- 7. Adjourn to Closed - Property Acquisition

Michelle Y. Pitt Tooele City Recorder/RDA Secretary

Pursuant to the Americans with Disabilities Act, Individuals Needing Special Accommodations Should Notify Michelle Y. Pitt, Tooele City Recorder, at 843-2110 or <u>michellep@tooelecity.org</u>, Prior to the Meeting.

# **REDEVELOPMENT AGENCY OF TOOELE CITY, UTAH**

### **RESOLUTION 2018-09**

### A RESOLUTION OF THE REDEVELOPMENT AGENCY OF TOOELE CITY, UTAH APPROVING ADDENDUM #4 TO A PURCHASE AND SALE AGREEMENT WITH M-53 ASSOCIATES FOR 33 ACRES OF LAND LOCATED AT MAIN STREET AND 1000 NORTH STREET.

WHEREAS, the Redevelopment Agency of Tooele City, Utah (the "RDA"), owns approximately 33 acres of commercially-zoned property (the "Property") upon which Tooele City, through the RDA, desires to establish a vibrant, quality retail commercial development (the "Project"); and,

WHEREAS, by RDA Resolution 2018-03, approved by the RDA Board on April 4, 2018, the RDA entered into a purchase and sale agreement ("Agreement") to sell the Property to M-53 Associates ("Kimball") to realize the Project; and,

WHEREAS, on August 1, 2018, the RDA Board approved an Addendum #1 to the Agreement in order to extend the due diligence deadline to October 15, 2018, and the closing deadline to November 1, 2018; and,

WHEREAS, the RDA Board rejected a proposed Addendum #2 to the Agreement; and,

WHEREAS, by RDA Resolution 2018-07, approved on November 7, 2018, the RDA Board approved and ratified Agreement Addendum #3, which extends the due diligence deadline to December 21, 2018, and the closing deadline to 15 days following the execution of a development agreement for the Project; and,

WHEREAS, Kimball has requested RDA's approval of Agreement Addendum #4, which would accomplish the following:

(1) extend the due diligence period until December 31, 2018;

(2) divide the property into the Commercial Property and the Residential Property;

(3) create a one-year option and right of first refusal for the purchase of the Residential Property; and,

define the RDA's financial obligations toward the following:

- (a) the construction of an on-site public road;
- (b) water rights;

(4)

- (c) sewer collection line relocation;
- (d) soils remediation;
- (e) subdivision plat preparation; and,
- (f) traffic study preparation; and,

WHEREAS, the Project is anticipated to bring increased sales tax revenues, increased property tax revenues, increased employment opportunities, and increased local shopping and dining options, as well as eliminate a blighted, vacant commercial area in what has become a focal point in Tooele City, namely, the confluence of Main Street (State Road 36) and 1000 North Street (State Road 112); and,

WHEREAS, the RDA Board makes a finding that approving Addendum #4 is in the best fiscal and economic development interest of Tooele City:

NOW, THEREFORE, BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF TOOELE CITY, UTAH that Agreement Addendum #4, attached as Exhibit A, is hereby approved.

This Resolution is necessary for the immediate preservation of the peace, health, safety, or welfare of Tooele City and shall become effective upon passage, without further publication, by authority of the Tooele City Charter.

IN WITNESS WHEREOF, this Resolution is passed by the Board of the Redevelopment Agency of Tooele City, Utah, this \_\_\_\_ day of \_\_\_\_\_, 2018.

(For)	TO	DELE CITY F		(Against)
ABSTAINING:				
(Approved)		DA CHAIRMA		(Disapproved)
ATTEST:				
Michelle Y. Pitt, RDA Secre	etary			
SEAL				
Approved as to Form:	Roger Eva	ins Baker, RI	DA Attorney	

# EXHIBIT A

Addendum #4 to Purchase and Sale Agreement



# STAFF REPORT

December 3, 2018

То:	Tooele City Planning Commission Business Date: December 12, 2018
From:	Planning Division Community Development Department

Prepared By: Andrew Aagard, City Planner / Zoning Administrator

Re:	Tooele 10 <sup>th</sup> and Main – Master Site Plan Request				
	Application No.:	P18-826			
	Applicant:	Justin Kimball representing M-53 Associates LLC			
	Project Location:	Approximately 1000 North Main Street			
	Zoning:	GC General Commercial Zone			
	Acreage:	18.82 Acres (Approximately 820,121 ft <sup>2</sup> )			
	Request:	Request for approval of a Master Site Plan in the GC General Commercial			
		zone regarding the commercial development of approximately 18.8 acres as			
		retail and office uses.			

### BACKGROUND

This application is a request for approval of a Master Site Plan for approximately 18.8 acres located at 1000 North Main Street. The property is currently zoned GC General Commercial. The property is currently owned by the Tooele City Redevelopment Agency and is under contract to be sold to the applicant. Approval of a Master Site Plan for the project is a part of the agreement for sale of the property. The applicant is requesting that a Master Site Plan be approved which will facilitate the development of the property as a mix of commercial, retail and food service uses. The commercial development will occupy the eastern half of the larger 36.5 acre property. There is an existing Wendy's / 7-11 convenience store located to the northeast that is not part of this development and will remain. As this request is for approval of a Master Site Plan combined with the terms the applicant's agreement with the City's Redevelopment Agency, this application carries with it a recommendation to the RDA Board rather than a decision by the Planning Commission as is typical for a site plan.

### ANALYSIS

<u>General Plan and Zoning</u>. The Land Use Map of the General Plan calls for the Commercial land use designation for the subject property. The property has been assigned the GC General Commercial zoning classification. The purpose of the GC General Commercial zone is to encourage the establishment of a wide variety of retail commercial uses, service commercial activities, entertainment and other services and activities meeting the needs of the residents of the City. The General Commercial District (GC) allows and encourages that retail and service businesses and related uses be grouped together into commercial centers. The uses and activities allowed in this District should enhance employment opportunities, provide for commercial activities and services required by residents of the city and surrounding areas, encourage the efficient use of land, enhance property values and add to the overall strength of the city's tax base. The GC General Commercial zoning designation is identified by the General Plan as a preferred zoning classification for the Commercial land use designation. Properties to the north and east are zoned GC General Commercial. Properties to the west are in the Copper Canyon PUD and are residentially zoned except the North West corner of 1000 North 200 West. Properties to the south are zoned GC General Commercial are utilized as commercial uses along the Main Street frontage



and legally non-conforming residential behind them. Mapping pertinent to the subject request can be found in Exhibit "A" to this report.

<u>Site Plan Layout</u>. The applicant has submitted an overall Master Site Plan for review and recommendation. Please note that lots 8 and 9 on the western half of the property are lots that are created by the Tooele 10<sup>th</sup> and Main Subdivision plat but they are not participating in this commercial development at this time. It is anticipated that these parcels will be developed as higher density residential uses. This application focuses on the eastern 18 acres and proposes the construction of 12 retail units in a combination of in line spaces and individual buildings three office buildings and a new public road connecting Main Street to 200 West. Please note that a Master Site Plan is not a final approval. A Master Site Plan demonstrates a general layout of the development, establishes approximate points of access, parking areas and approximate building locations. Each lot or pad will be required to undergo a final site plan review as development occurs.

The site will have limited access to 1000 North on the north and Main Street on the east. These rights-ofway are controlled by UDOT and have adopted corridor access agreements for each. The proposed new public right-of-way through the property between Main Street and 200 West is a connection to Main Street that is anticipated and shown in the corridor access agreement. The applicant does have the ability to prepare traffic studies to submit and proposed to UDOT to address changes or adjustments to the identified accesses in the agreements, which they are in the process of pursuing for the 1000 North frontage.

The buildings in the development are oriented so that the commercial buildings are located along the perimeter with parking generally located at the center. There is an existing Wendy's / 7-11 convenience store located at the northeast and will remain. At this point in time in the development of the property it has not been clearly determined whether that existing commercial business will connect to the proposed new development. Although staff believes it would benefit that business and this development to have a point of connection to the proposed development but the City cannot force a connection.

The main building with the larger retail centers will be located along the western edge of the commercial property. Loading docks will be on the western side of the property and it is anticipated that trucks will enter from the new public road, travel north to their respective stores, deposit their goods and then travel north to 1000 North where they will exit the development. Staff is concerned that this also presents the possibility of those trucks travelling across the front of the buildings and crossing paths with customer vehicles and pedestrians.

Lot 6 at the northeast corner is also zoned GC General Commercial and is not being included in these development plans at this time. This is due to its long and narrow shape which allows for a limited scope of uses that can utilize such a property. It is anticipated that this parcel will develop but for the purposes of this application its possibilities have not yet been determined. There is a possibility that some of the buildings may have drive through windows. All drive through uses are permitted with a Conditional Use Permit approved by the Planning Commission. These situations will be addressed in detail when final site plans for those uses are brought forward.

Storm water management is an issue with a site of this size and must be retained or detained on site by City ordinance. This Master Site Plan does not indicate where or how storm water will be addressed. These details will be addressed when final site plans for those uses are brought forward.

There is an existing Denny's Restaurant at the southeast corner that will remain. However, due to the new road being constructed, Denny's existing Main Street access will be closed and a new access provided to the new road. This access will enable Denny's customers to utilize the traffic signal and will



result in a much safer situation. The owners of Denny's were approached several years ago with this concept and were in support of this access change.

*Landscaping.* Landscaping plans at this time are very preliminary but do indicate substantial landscape buffers along 1000 North, Main Street and the new public road. Some interior landscaping is also proposed around the buildings and in the parking areas with buffer landscaping along the southern boundary adjacent to the existing residential uses. Landscaping will be a combination of sod, cobble areas, trees, shrub beds and so forth. Landscape plans will be required and reviewed in greater detail as each pad or lot develops. City ordinance requires at least 10% of the site be landscaping and this proposal provides 14% in the retail portion of the development and 30% in the office portion. The landscaping will be privately owned and maintained by the development.

<u>*Parking*</u>. Large parking areas are provided at the center of the main retail development and the northern portion of the office development. Specific parking needs will be determined with the final site plan applications for each lot / pad as they are submitted. Parking will be as required by Table 3 of Section 7-16-5 of the City Code and based upon the uses and square footages of each building or tenant space.

<u>Architecture</u>. Building elevations have not been provided with the Master Site Plan application and will be reviewed during the final site plan applications of each lot as development occurs.

Signage. The proposed plan is showing possible locations for pylon signs along Main Street and 1000 North. It should be emphasized that signs may be located and constructed only as permitted by the Tooele City Code Chapter 7-25.

Fencing. The only location where fencing is required by this development is along the southern property line where adjacent to the residential mobile home subdivision. Section 7-2-16 authorizes the Planning Commission to require a solid privacy fence when commercial uses are adjacent to residential uses. The type of fence to be provided may also be determined by the Planning Commission.

There may also be a need for fencing along the western boundary of the development adjacent to lots 8 and 9

<u>*Criteria For Approval.*</u> The criteria for review and potential approval of a Master Site Plan request is found in Sections 7-11-6, 8 and 9 of the Tooele City Code. This section depicts the standard of review for such requests as:

Section 7-11-6. Approval. The Planning Commission, shall determine whether the proposed architectural and site development plans submitted are consistent with [Chapter 7-11 TCC] and with the general policies and objectives of [Title 7 TCC], and shall give or withhold approval accordingly. Before making this determination, the Planning Commission shall receive the written recommendations of the City Engineer, the Accessibility Committee, and the Fire Chief. Such recommendation may be by letter, memorandum, or signature on the plans.

Section 7-11-8. Considerations in review of applications. The Planning Commission and the Engineering Department shall consider the following matters, among others, in their review of applications:

- (1) Considerations relating to traffic safety and traffic congestion:
  - (a) The effect of the site development plan on traffic conditions on abutting streets.
  - (b) The layout of the site with respect to locations and dimensions of vehicular and pedestrian entrances, exits, drives, and walkways.



- (c) The arrangement and adequacy of off-street parking facilities to prevent traffic congestion.
- (d) The location, arrangement, and dimensions of truck loading and unloading facilities.
- (e) The circulation patterns within the boundaries of the development.
- (f) The surfacing and lighting of off-street parking facilities.
- (2) Considerations relating to outdoor advertising:
  - (a) The number, location, color, size, height, lighting, and landscaping of outdoor advertising signs and structures in relation to the creation of traffic hazards and the appearance and harmony with neighboring development.
- (3) Considerations relating to landscaping:
  - (a) The location, height, and materials of walls, fences, hedges, and screen plantings to insure harmony with neighboring development, or to conceal storage areas, utility installations, or other unsightly development.
  - (b) The planting of ground cover or other surfacing to prevent dust and erosion.
  - (c) The unnecessary destruction of existing healthy trees.
- (4) Considerations relating to buildings and site layout:
  - (a) Consideration of the general silhouette and mass, including location on the site, elevations, and relation to natural plant coverage, all in relationship to neighboring development.
  - (b) Consideration of exterior design in relation to adjoining structures in height, bulk, and area openings, breaks in facade facing on streets, line and pitch of roofs, and the arrangement of structures on the parcel.
- (5) Considerations relating to drainage:
  - (a) The effect of the site development plan on the adequacy of the storm and surface water drainage, retention, and/or detention.

Section 7-11-9. Considerations. The Planning Commission, or the City Engineer, when authorized, shall decide all applications for design review. Design approval may include such conditions consistent with the considerations of [Chapter 7-11 TCC] as the Planning Commission or City Engineer deem reasonably necessary under the circumstances to carry out the intent of [Chapter 7-11 TCC].

### **REVIEWS**

<u>Planning Division Review</u>. The Tooele City Planning Division has completed their review of the Master Site Plan submission and has issued a recommendation for approval for the request with the following proposed conditions:

- 1. All future drive through uses shall orient their vehicle stacking lanes so that all ordering and product pick up lanes are located on the interior non-street sides of the building.
- 2. All signage within the development shall be according to the standards set forth by Tooele City's Sign Ordinance.
- 3. All semi trucks shall enter the loading and unloading areas from the south and exit onto 1000 North and shall not travel south through the development.
- 4. Each pad or lot shall receive final site plan approval.
- 5. At the time of final site planning that all drive aisles throughout the development shall be a minimum width of 26 feet at the discretion of the Fire Department.



- 6. Landscaping plans shall be finalized with each final site plan.
- 7. Building elevations shall be reviewed and finalized with each final site plan and shall be based on a project-wide building elevation plan.

<u>Engineering Review</u>. The Tooele City Engineering and Public Works Divisions have completed their reviews of the Master Site Plan submission and have issued a recommendation for approval for the request with the following proposed conditions:

- 1. The site plan presented for consideration is conceptual in nature, and it should reasonably be expected to be modified based upon specific tenants. Actual building size, locations within the individual lots, orientations, parking, and other amenities will appropriately be considered based upon site specific consideration. For example, the plan does not include development with drive thru lanes. However, it is possible that a future tenant, or tenants, may request such as a key element of their business model.
- 2. As noted above, the Preliminary Plan proposes to relocate a segment of an existing large diameter sanitary sewer trunk line which crosses east to west across the property. Pending ongoing study of the flow capacity and design characteristics of the existing trunk line, it may be necessary to modify the proposed alignment shown. Any realignment modifications will be included as part of the Final Plat, and will be conditioned on no adverse impact to the City's collection system.
- 3. For the purposes of public protection, the developer will not be allowed to directly connect individual business sanitary sewer laterals into the existing large diameter sanitary sewer trunk line. Rather, a separate sewer system shall be installed, and then connected to the City's collection system at locations as approved by the City. The final location, layout and size of the sanitary sewer system will be based upon final site plan development and demand.
- 4. The developer will be required to install a "looped" (redundant) culinary water system to each business. The location and size of the culinary water system shall be based upon final site plan development considerations and shall include input from the Fire Department.
- 5. The developer will be required to install a storm drain system per City Code. The location and size of the storm drain system (including detention and/or retention capacity), shall be based upon final site plan development considerations.

<u>Public Works Division Review</u>. The Tooele City Public Works Division has completed their review of the Master Site Plan submission and has issued a recommendation for approval for the request with the following proposed conditions:

1. Depending on water model studies, and or fire flow tests; said Developer will need new or additional infrastructure to provide for needs of the development and shall be required to install such infrastructure.

## STAFF RECOMMENDATION

Staff recommends approval of the request for a Master Site Plan by Justin Kimball, representing M-53 Associates LLC, application number P18-826, subject to the following conditions:

1. That all requirements of the Tooele City Engineering-Division shall be satisfied throughout the development of the site and the construction of all buildings on the site, including permitting.



- 2. That all requirements of the Tooele City Public Works Department shall be satisfied throughout the development of the site and the construction of all buildings on the site, including permitting.
- 3. That all requirements of the Tooele City Building Division shall be satisfied throughout the development of the site and the construction of all buildings on the site, including permitting.
- 4. That all requirements of the Tooele City Fire Department shall be satisfied throughout the development of the site and the construction of all buildings on the site.
- 5. That all requirements of the geotechnical report shall be satisfied throughout the development of the site and the construction of all buildings on the site.
- 6. All future drive through uses shall orient their vehicle stacking lanes so that all ordering and product pick up lanes are located on the interior non-street sides of the building.
- 7. All signage within the development shall be according to the standards set forth by Tooele City Code.
- 8. All semi trucks shall not enter or exit the development across the front of the buildings.
- 9. Each pad or lot shall receive final site plan approval.
- 10. At the time of final site planning that all drive aisles throughout the development shall be a minimum width of 26 feet at the discretion of the Fire Department.
- 11. Landscaping plans shall be finalized with each final site plan.
- 12. Building elevations shall be reviewed and finalized with each final site plan and shall be based on a project-wide building elevation plan.
- 13. The site plan presented for consideration is conceptual in nature, and it should reasonably be expected to be modified based upon specific tenants. Actual building size, locations within the individual lots, orientations, parking, and other amenities will appropriately be considered based upon site specific consideration. For example, the plan does not include development with drive thru lanes. However, it is possible that a future tenant, or tenants, may request such as a key element of their business model.
- 14. As noted above, the Preliminary Plan proposes to relocate a segment of an existing large diameter sanitary sewer trunk line which crosses east to west across the property. Pending ongoing study of the flow capacity and design characteristics of the existing trunk line, it may be necessary to modify the proposed alignment shown. Any realignment modifications will be included as part of the Final Plat, and will be conditioned on no adverse impact to the City's collection system.
- 15. For the purposes of public protection, the developer will not be allowed to directly connect individual business sanitary sewer laterals into the existing large diameter sanitary sewer trunk line. Rather, a separate sewer system shall be installed, and then connected to the City's collection system at locations as approved by the City. The final location, layout and size of the sanitary sewer system will be based upon final site plan development and demand.
- 16. The developer will be required to install a "looped" (redundant) culinary water system to each business. The location and size of the culinary water system shall be based upon final site plan development considerations and shall include input from the Fire Department.
- 17. The developer will be required to install a storm drain system per City Code. The location and size of the storm drain system (including detention and/or retention capacity), shall be based upon final site plan development considerations.

This recommendation is based on the following findings:

1. The proposed development plans meet the intent, goals, and objectives of the Tooele City General Plan.



- 2. The proposed development plans meet the requirements and provisions of the Tooele City Code.
- 3. The proposed development plans will not be deleterious to the health, safety, and general welfare of the general public nor the residents of adjacent properties.
- 4. The proposed development conforms to the general aesthetic and physical development of the area.
- 5. The public services in the area are adequate to support the subject development.

### MODEL MOTIONS

Sample Motion for a Positive Recommendation – "I move we forward a positive recommendation to the Tooele City Redevelopment Agency Board for the Tooele 10<sup>th</sup> and Main Master Site Plan Request by Justin Kimball, representing M-53 Associates, LLC, application number P18-826, based on the findings and subject to the conditions listed in the Staff Report dated December 3, 2018:"

1. List any additional findings and conditions...

Sample Motion for a Negative Recommendation – "I move we forward a negative recommendation to the Tooele City Redevelopment Agency Board for the Tooele 10<sup>th</sup> and Main Master Site Plan Request by Justin Kimball, representing M-53 Associates, LLC, application number P18-826, based on the following findings:"

1. List findings...



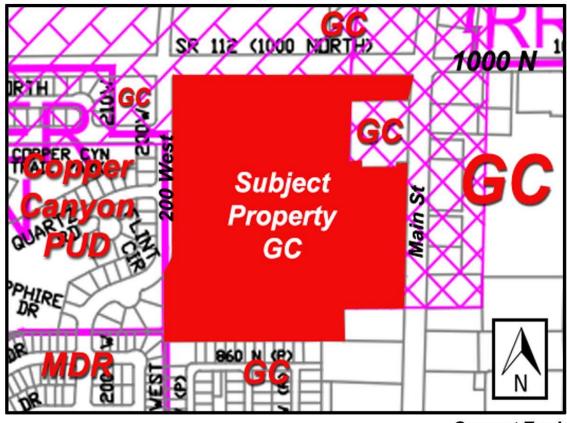
# EXHIBIT A

# MAPPING PERTINENT TO THE TOOELE 10<sup>th</sup> and main master site plan.



# Tooele 10th and Main Master Site Plan

**Aerial View** 

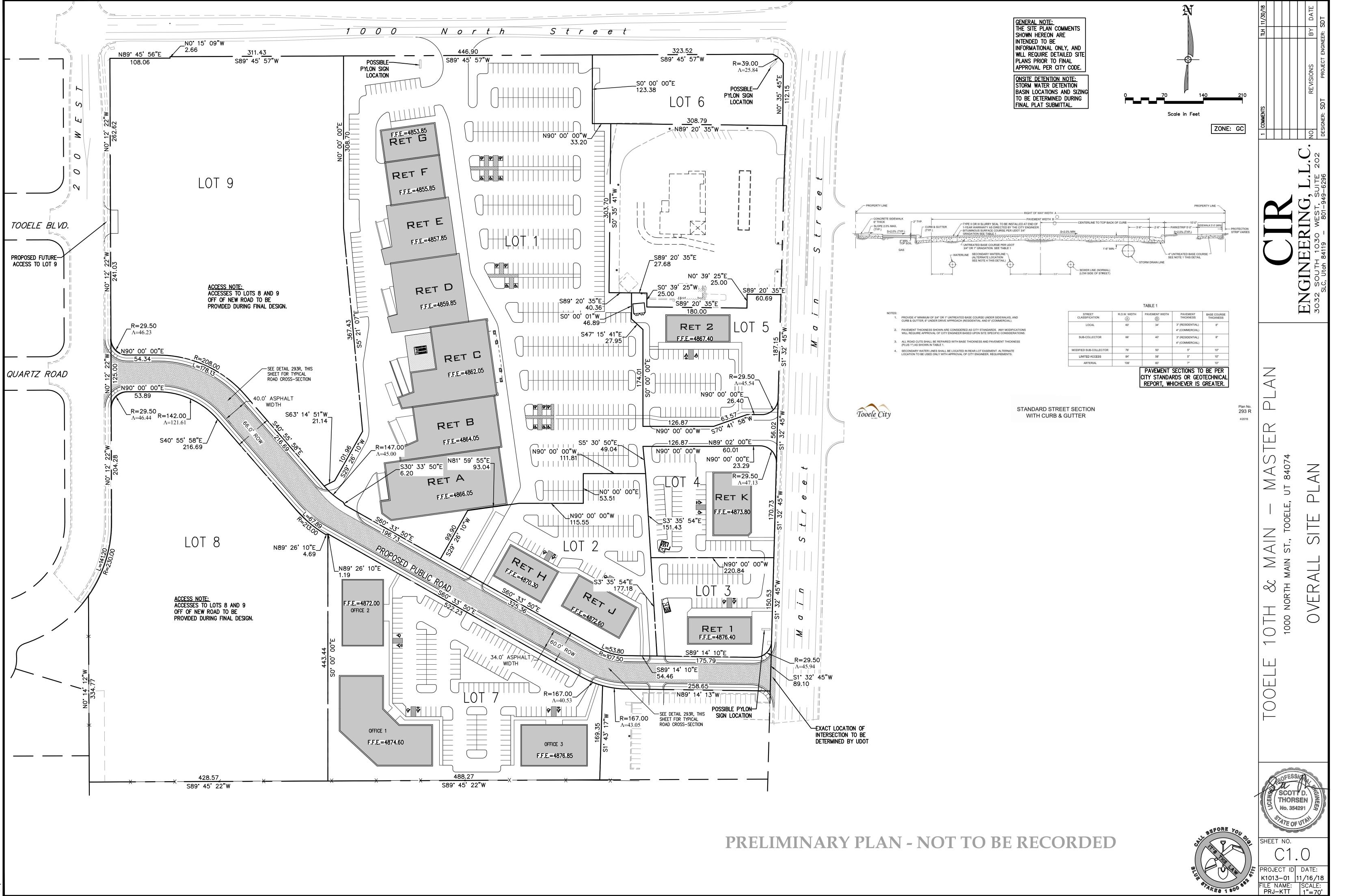


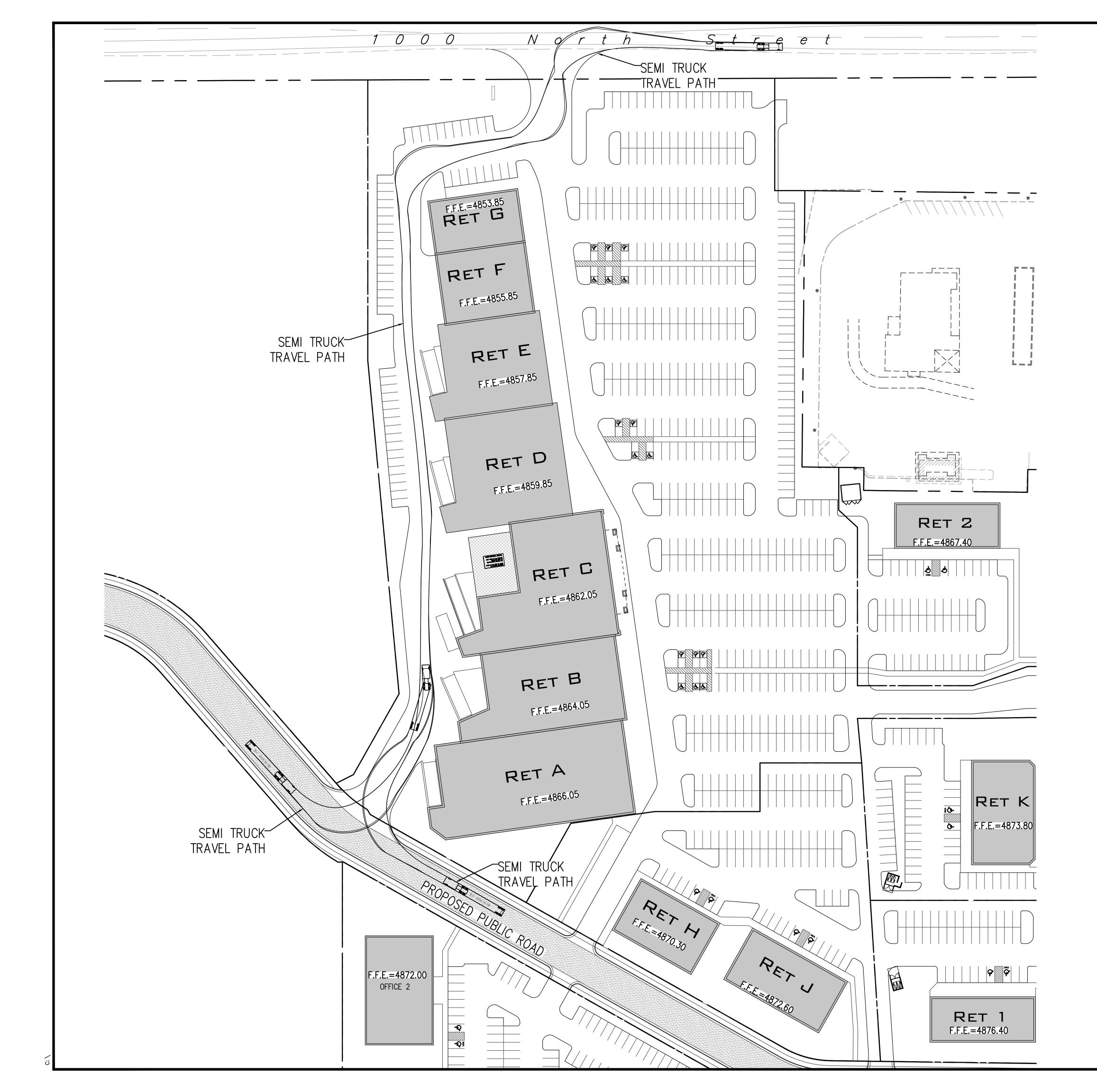
Tooele 10th and Main Master Site Plan

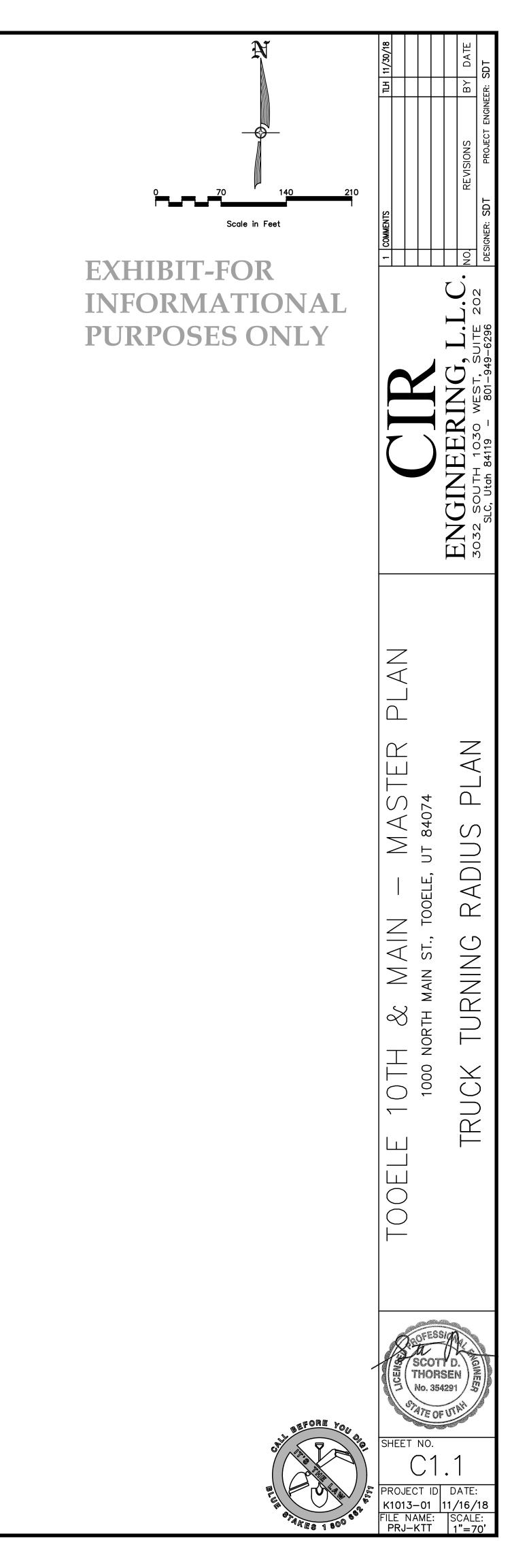
**Current Zoning** 

# EXHIBIT B

# PROPOSED DEVELOPMENT PLANS







### Tooele City Redevelopment Agency of Tooele City, Utah Business Meeting Minutes

Date: Wednesday, December 5, 2018 Time: 8:17 p.m. Place: Tooele City Hall, Council Chambers 90 North Main Street, Tooele, Utah

### **Board Members Present:**

Brad Pratt Dave McCall Steve Pruden Scott Wardle

### **Board Members Excused:**

Melodi Gochis

### **City Employees Present:**

Mayor Debbie Winn Glenn Caldwell, Finance Director Roger Baker, City Attorney Jim Bolser, Community Development Director Stephen Evans, Public Works Director Andrew Aagard, City Planner Randy Sant, Economic Development Consultant

Minutes prepared by Kelly Odermott

Chairman Pratt opened the meeting at 8:17 p.m.

### 1. Open Meeting

The meeting is called to order by Chairman Pratt.

### 2. Roll Call

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

3. <u>RDA Resolution 2018-08 A Resolution of the Redevelopment Agency of Tooele City, Utah,</u> <u>Authorizing the Execution of a Tax Increment Reimbursement Agreement (LKQ Auto Parts of</u> <u>Utah) Relating to a Commercial Development in the Tooele Army Depot Economic</u> <u>Development Project Area.</u>

Presented by Randy Sant

Mr. Randy Sant addressed the Board; he stated that a company named LQK has purchased 31 acres in the Ningret park. The purpose of their purchase is to put in an auto recovery business. LKQ is a fortune 100 company. They buy automobiles from insurance companies that have been damaged beyond repair. A ta facility they then strip the cars of any usable parts and sell those parts worldwide. The fluids are taken out of the cars and they try to recycle what they can. There is usually a frame of a car left and that will be recycled over a six to eight-month timeframe. The RDA is proposing to the company a \$100,000 tax incentive that will be paid over a three-year period. It will possibly be used to help them with building permit costs and construction fees. There are some requirements in the agreement. LKQ has to make a \$15 million capital investment, they are required to hire at least 30 employees with 20 of those having to be from Tooele County and they have to pay 110% average County wage. The average wage of those jobs, not including the salary or benefits has to be \$42,500. Those are the requirements to meet to qualify for the incentive. The incentive is a post-performance incentive meaning the building has to be built, employees have to hired and paid, then LKQ will have to report to the City that they have met the requirements of the agreement. Those individuals have to be employed for the length of the incentive.

Mr. Sant further stated that the if there is a \$15 million-dollar investment the assessed dollar value of that will be \$13.5 Million. That will pay approximately \$195,750 in property taxes. The redevelopment agreement states that the Redevelopment Agency gets to collect 75% of that increment to be used for redevelopment purposes. That is where the incentive will be paid for out of the \$146,812. With 35% of the 75% is 51,384, meaning the incentive will basically be paid back in two years and not three. The remaining 25%, \$48,938 of the property taxes will be going to the school district and County and the City. Currently that piece of property pays zero taxes because it was part of the Army property and for some reason the County tax roll stills shows it at zero. The taxes paid will be new income.

Board Member Prat asked what the time frame for the business was. Mr. Sant stated that under the agreement, the occupancy permit must be done by November 2019, but the company has already started construction and should be open by the summer of 2019.

Chairman Pratt asked if the Board had any questions or comments; there weren't any.

**Board Member Pruden moved to approve Resolution 2018 - 07.** Board Member MCall seconded the motion. The vote was as follows: Board Member McCall, "Aye," Board Member Wardle, "Aye," Board Member Pruden, "Aye," Chairman Pratt, "Aye." The motion passed.

### 4. Project Update

### Presented by Randy Sant

Mr. Sant stated that there was a small update. In November the City was able to respond to three RFI's. These companies were manufacturing distribution companies that were looking at property in the neighborhood of 5 to 15 acres to build buildings. One wanted to build a 100,000 square foot. That was a company out of Michigan and they wanted to open up a disaster recovery company. He did meet with them and looked at a couple of buildings, but unfortunately the buildings did not have proper ceiling heights for their needs. The other

company wanted 10 acres of property for a 10,000 square foot facility. Mr. Sant stated that it had been a slow month for new projects.

#### 5. <u>Minutes</u>

Chairman Pratt asked if the Board if they had any concerns or comments about the minutes dated November 7, 2018; there weren't any.

**Board Member Pruden moved to approve the minutes for the meeting dated November 7, 2018.** Board Member McCall seconded the motion. The vote was as follows: Board Member McCall, "Aye," Board Member Wardle, "Aye," Board Member Pruden, "Aye," Chairman Pratt, "Aye." The motion passed.

#### 6. <u>Adjourn</u>

**Board Member Wardle moved to adjourn.** Board Member Pruden seconded the motion. The vote was as follows: Board Member McCall, "Aye," Board Member Wardle, "Aye," Board Member Pruden, "Aye," Chairman Pratt, "Aye." The motion passed.

The meeting was adjourned at 8:27 p.m.

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

Approved this 19<sup>th</sup> Day of December 2018

Brad Pratt, RDA Chair