

MINUTES
CITY COUNCIL WORKSHOP
April 24, 2013, 3:00 PM

CALL TO ORDER **3:04 P.M.**
ROLL CALL **Jayne Keller, Jim Benson, Phil Robustellini**
ABSENT **Shelley Gray, Kitty Aiello**
OTHERS **City Staff D Kincade, C Tyhurst, Y Rooker**
 SCEDC Robert Coox and Matt Chesler

Jayne Keller opened the workshop at 3:04. Robert Coox and Matt Chesler from the Siskiyou County Economic Development Council (SCEDC) were attending the workshop to update Council and staff on the progress of the Industrial Park study under the grant with SCEDC.

Matt Chesler said they were reviewing proposals for the cluster analysis portion of the Industrial Park study, some of them quite lengthy, and expected to be hiring the consultant soon. The cluster analysis will look at siting criteria in order to determine which industries should be targeted for the Industrial Park.

Chesler then addressed the issue of an appraisal of the land in the Industrial Park. At the last workshop, Chesler had talked about an appraisal being a starting point for developing a decision tree, an outline for decisions that would be used by the City and by prospective industries to determine points in the process when decisions would need to be made by the City in order to answer the business' needs and/or entice the business to locate in the Industrial Park. An appraisal would also be helpful in Council discussions on leasing versus selling the parcels in the Industrial Park. Chesler said he had gotten a quote from Terry O'Neill for \$3,500 and felt that it was too high a figure for a \$35,000 study and for an appraisal that was only preliminary for land that would not be sold for three to five years. He suggested that SCEDC contact realtors in town and in Redding to get a ballpark estimate based on comparable industrial properties.

There was some discussion about the meat packing plant that had recently bought land close to Montague, but Robustellini said that there were utilities there from the old planing mill that used to be in that location, so it might not be comparable. Chesler said it was more important to create the construct for the decisions to occur and that the valuation of the industrial park property could be revisited.

Discussion then followed about the old appraisal that was supposed to have been done in 2007. Rooker went into the archives to find the supporting documentation for the February 8, 2007 Council Study Session. This documentation included letters and memos from City Attorney John Kenny, former Public Works Supervisor Frank Hoag, City Engineer Jim Bray, Great Northern Business Loan Consultant Jim Cook and Tonya Dowse from SCEDC. The documentation indicates that the appraisal that was done back then was not a full appraisal but a ballpark estimate of \$8-12,000 per acre.

As for the cost of bringing utilities to the Industrial Park parcels, on Friday, March 26, Public Works and SCEDC will be walking the site with Pacific Power to try to get a firm estimate of costs and power levels. In addition, SCEDC is looking into the costs of bringing different levels of broadband and/or other sources of high-speed internet provision.

Chesler then filled in the Council on the discussions with the City Clerk about the planning process and developing procedures to be included in the one-stop packet to be handed out to prospective businesses, similar to Siskiyou County's "Steps Necessary for a Siskiyou County Business License". There will be two: one for the industrial park and other industrially zoned properties and the other for storefront businesses in commercially zoned areas. Chesler and Coox will be meeting with Kincade, Sprague and Rooker on May 1

to go over the planning book. Chesler and Coox will process the information and develop detailed step-by-step procedures.

Chesler and Coox talked about being an information source for businesses moving into the area, not to influence them to any particular city, but simply to provide accurate information that will streamline the process. As part of that, they mentioned the SCEDC website, where any business that is for sale can list itself for free. Two businesses on 11th Street are for sale and are not listed on the SCEDC website, nor are the Industrial Park properties (they were previously, several years ago). The request needs to come from the business or its real estate agent to show permission to list. Rooker will write a generic letter to local real estate agents letting them know of the opportunity to list business property on the SCEDC website.

To wrap up, there has been progress in several areas. By the next meeting SCEDC will have chosen the consultant and the cluster analysis will be underway. The provision of power to the Industrial Park will have more definitive costs and options. The sewer study will be done by July at the latest. As for the idea of preparing pre-CEQA information that will shorten the CEQA process for prospective businesses looking for sites in the Industrial Park, Chesler said that they are getting slow response from the CEQA consultants, but hope to have a better idea by the next workshop. Also underway is the process of developing guidelines for the planning/permitting process. All agreed that a lot of work has already been done, but needs to be pulled together into one single cohesive document.

The next workshop meeting will be in one month, but has not been scheduled.

The workshop adjourned at 3:57 P.M.

ADJOURNED: 3:57 P.M.

ATTEST:

CITY OF MONTAGUE:

Janie Sprague, City Clerk

Jayne Keller, Mayor