

## **DRAFT**

MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL MEETING HELD TUESDAY,  
OCTOBER 22, 2013, AT 7:00 P.M. IN THE COTTONWOOD HEIGHTS CITY COUNCIL CHAMBERS

Members Present: Mayor Kelvyn Cullimore, Councilman Mike Shelton, Councilman Scott Bracken, Councilman Tee Tyler, Councilman Mike Peterson

Staff Present: City Manager John Park, Battalion Chief Scott McBride, Finance Director Steve Fawcett, City Manager John Park, Assistant Police Chief Paul Brenneman, City Attorney Shane Topham, Deputy City Manager Linda Dunlavy, Public Relations Specialist Stephanie Archibald

Excused: Police Chief Robby Russo, Assistant Fire Chief Mike Watson

Others Present: Youth City Council Representative Tanner Cox

### 1.0 **WELCOME/PLEDGE/ACKNOWLEDGEMENTS**

1.1 Mayor Kelvyn Cullimore called the meeting to order at 7:00 p.m. and welcomed those attending.

1.2 The Pledge of Allegiance was led by Councilman Shelton.

1.3 Councilman Bracken introduced Youth City Council Representative Tanner Cox.

### 2.0 **CITIZEN COMMENTS**

2.1 There were no citizen comments.

### 3.0 **REPORTS/PROCLAMATIONS/RECOGNITIONS**

#### 3.1 **Proclamation declaring November Pancreatic Cancer Awareness Month**

3.1.1 Mayor Cullimore reported that he was contacted by Tammy Garcia from the Pancreatic Cancer Action Network who requested that the City have a proclamation declaring November Pancreatic Cancer Awareness Month. Mayor Cullimore read the proclamation in its entirety.

#### **Standing Monthly/Quarterly Reports**

#### 3.2 **Monthly Financial Report**

Finance Director Steve Fawcett presented the financial report for September. He stated that the City's financial outlook is positive. He reported that sales tax collection for September is up 24% year over year, but this is likely a reporting anomaly and not expected to continue at this pace. Business licensing, building permits and zoning revenue are all on target. Departmental expenditures are all within budget and there are no issues to report in any department.

With respect to the amendment, Mr. Fawcett reported that there are nine issues relative to the amended budget, which is available in the City Recorder's Office and on the City's website. There will be an increase in sales tax revenue projections of \$8,000, state grants will increase over \$6,500, and grants from other local units will increase by approximately \$6,400. Rents and concessions will increase by \$13,500 and the sale of materials and supplies will increase by \$2,400. He reported that

\$69,800 of Class C Road Funds will be carried over and appropriated. An additional \$42,000 will be appropriated if needed.

The breakdown consists of \$48,100 which will be spent for the Arts Council with \$8,000 on historic markers. Emergency management will be increased by \$6,200. The Police Department budget will increase by approximately \$14,500 and the Public Works highway budget will go up \$155,000, which reflects movement of items from the Capital Improvements Fund to the General Fund. Planning will increase by \$5,000 and Economic Development will increase by \$5,000. Transfers to capital will decrease by the same \$155,000 that Public Works will increase. The Class C Road money will be transferred to Capital Improvements Fund for pavement management. Changes to the Capital Improvement budget were also detailed.

### 3.3 **Unified Fire Report**

Battalion Chief Scott McBride presented the Unified Fire Report for the month of September. He stated that in terms of call volumes Station 110 was in 8th and Station 116 came in 19th overall among all UFA stations. Fire calls were below average at 54. Station 110 had 110 total calls with 86 Advanced Life Support (ALS) calls resulting in 39 transports; and 24 Basic Life Support (BLS) calls resulting in 4 transports. Station 116 had 57 total calls with 43 Advanced Life Support (ALS) calls resulting in 27 transports; and 14 Basic Life Support (BLS) calls resulting in 3 transports.

Stations 110 and 116 both participated in heavy rescue medical training, incident command system training, and canyon work and swift water training. The customer service report involved keeping chimneys clean and ensuring that carbon monoxide detectors are in working order.

### 4.0 **ACTION ITEMS**

#### 4.1 **Consideration of Resolution No. 2013-45 Tentative Adopting an Amended Budget for the Period of 1 July 2013 Through 30 June 2014; Providing for Public Inspection of Such Budget; Establishing the Time and Place of Public Hearing to Consider Adoption of Such budget; and Providing for Newspaper Publicatios of Such Public Hearings**

4.1.1 Mayor Cullimore stated that the above resolution is to tentatively adopt amendments to the budget detailed earlier in the meeting by Finance Director Steve Fawcett for the next fiscal year through June 2014.

4.1.2 **MOTION:** Councilman Bracken moved to approve Ordinance Number 2013-45. The motion was seconded by Councilman Tyler and passed unanimously on a roll call vote.

#### 4.2 **Consideration of Resolution No. 2013-46 Approving Entry into an Interlocal Cooperation Agreement with Salt Lake County for Public Works Service**

4.2.1 Mayor Cullimore explained that the above resolution specifically addresses certain services and materials, primarily the sharing of salt storage and its use during snow plow season.

City Manager John Park reported that it is also inclusive of the installation of traffic signals.

4.2.2 **MOTION:** Councilman Peterson moved to approve Ordinance Number 2013-46. The motion was seconded by Councilman Shelton and passed unanimously on a roll call vote.

#### 4.3 **Consideration of Ordinance No. 211 Adopting the Annual Meeting Schedule for 2014**

4.3.1 Mayor Cullimore explained that according to state law, the City is required to adopt a meeting schedules each calendar for the City Council, Planning Commission, and Board of Adjustment.

4.3.2 **MOTION:** Councilman Tyler moved to approve Ordinance Number 211. The motion was seconded by Councilman Bracken and passed unanimously on a roll call vote.

4.4 **Consideration of Ordinance No. 212-A Approving a Re-zone of Properties Located at 6710, 6722, and 6738 South Highland Drive from R-1-8 to RO and Amending the Zoning Map**

4.4.1 Mayor Cullimore explained that the above ordinance changes the zoning on property along the west side of Highland Drive at the north end of the City. The Planning Commission recommended approval to the City Council to rezone the property from R-1-8, Residential 8,000 square-foot lots to R-O Residential Office, which allows the construction of office buildings. The proposal is determined to be consistent with the City's General Plan.

4.4.2 **MOTION:** Councilman Shelton moved to approve Ordinance Number 212-A. The motion was seconded by Councilman Peterson and passed unanimously on a roll call vote. .

4.5 **Consideration of Ordinance No. 212-D Denying a Re-zone of Properties Located at 6710, 6722, and 6738 South Highland Drive from R-1-8 to RO and Amending the Zoning Map**

4.5.1 This proposed ordinance was not acted on.

5.0 **CONSENT CALENDAR**

5.1 **Approval of Minutes for September 10, 2013**

5.1.1 The minutes stood approved.

6.0 **ADJOURN BUSINESS MEETING AND RECONVENE WORK SESSION IN ROOM 250**

6.1 **MOTION:** Councilman Tyler moved to adjourn and reconvene the work meeting. The motion was seconded by Councilman Bracken and passed unanimously on a voice vote. The business meeting adjourned at 7:35 p.m