

MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL MEETING HELD TUESDAY, SEPTEMBER 27, 2011, AT 7:00 P.M. IN THE COTTONWOOD HEIGHTS CITY COUNCIL CHAMBERS

Members Present: Mayor Kelvyn Cullimore, Councilman Scott Bracken, Councilman Gordon Thomas, Councilman Tee Tyler

Staff Present: City Manager Liane Stillman, City Attorney Shane Topham, Administrative Services Director Linda Dunlavy, Finance Director Steve Fawcett, Assistant Chief Mike Watson, Public Works Director Mike Allen, Chief Robby Russo, Public Relations Specialist Stephanie Archibald, Planning Director Brian Berndt, Events Coordinator Ann Eatchel

Also Present: Georgia Anderson, Kris Mataeus, Nancy Dahill, Jason Burningham, Janet Janke, Don Antczak, Ben Derrick, Mike Shelton, Mike Hanson, Shelly Hanson

1.0 WELCOME/PLEDGE/ACKNOWLEDGEMENTS

1.1 Mayor Kelvyn Cullimore opened the meeting at 7:00 p.m. and welcomed those attending. He noted that Councilwoman Nicole Omer has resigned from the Council in order to take a job out of state. The process of finding her replacement began several weeks ago and a decision will be made no later than October 11, 2011.

1.2 Councilman Bracken led the Pledge of Allegiance.

2.0 CITIZEN COMMENTS

2.1 There were no citizen comments.

3.0 REPORTS/PRESENTATIONS/PROCLAMATIONS

3.1 Proclamation Recognizing Georgia Anderson as Butlerville Days Chair

3.1.1 Mayor Cullimore reported that Georgia Anderson served as Butlerville Days Chair this year after serving as co-chair for the previous two years. He commented that Ms. Anderson's service has been extremely valuable to the community.

3.1.2 Ms. Anderson reported that it was a very positive experience. In the process she was educated on how the City works and very impressed by the volunteer efforts of the citizens. She said that she enjoyed her involvement and suggested the City continue to refine the process by creating a timeline for Butlerville Days.

Mayor Cullimore read the proclamation in its entirety and stated that it is necessary to have a very well-organized chair who understands the scope and vision to make Butlerville Days a success. Ms. Anderson was thanked and commended for her service. The proclamation was signed by the City Council and City Manager.

3.1.3 Assistant Chief, Mike Watson acknowledged Georgia's leadership. He was most impressed by her communication skills and her ability to be flexible and adapt to the challenges presented to her.

3.2 **Standing Monthly Reports**

1. Monthly Financial Report

- 3.2.1 Finance Director, Steve Fawcett presented the fiscal year report through the month of August and described various incoming revenues. Mr. Fawcett stated that the current year budget carried over approximately \$4.3 million for parks and the city center.

Mr. Fawcett reported that the year ended with an unrestricted fund balance of just over \$2.1 million, which was compared to last year's unrestricted fund balance of \$967,000.

Mayor Cullimore clarified that the \$2.1 million is over and above the transfer made to the Capital Projects Fund and the 6% restricted balance.

Mr. Fawcett stated that a few items will be taken from the unrestricted fund balance such as the \$663,000 appropriation used to complete the remainder of the fiscal 2011-2012 budget and two carry over appropriations involving smaller amounts.

Mayor Cullimore commended the City Manager and department heads for the manner in which the budget was managed to achieve the resulting fund balances. He explained that the term "fund balance" in actuality means "surplus". If all of the funds had been spent that were accounted for in the budget, there would not have been a fund balance other than the restricted portion. The fact that the City has \$2.1 million is evidence that the budget was significantly better off than planned. The Mayor stated that there will be increases coming forward such as URS rate increases that will require the City to pay nearly \$100,000 in additional contributions for retirement benefits. Other significant expenses were anticipated as well such as increased maintenance costs for new facilities. The Mayor wanted residents to realize that the City is extremely well managed financially and even in a difficult economy, surpluses continue to be generated with reduced revenue.

City Manager, Liane Stillman, reported that the City's lease came up for renewal last year at a time when a great deal of effort had to be put into IT and computer systems. This made it a difficult to contemplate moving the City Offices. The lease was renegotiated and square footage costs decreased dramatically. With that situation resolved, the City is now in a stable position to deliver services. Ms. Stillman commended Mr. Fawcett for the outstanding job he did managing the situation.

2. Unified Fire Report

- 3.2.1 Chief Watson reported that August statistics, noting it was a busy month. Medical calls showed an increase for a total of 220. Each station's contribution to the totals was reported. Fire and medical call data was reviewed.

Station 110 received 85 Advanced Life Support (ALS) calls with only 37 resulting in transports; and 15 Basic Life Support (BLS) calls with eight resulting in transports. Station 116 received 77 ALS calls with 37 resulting in transports; and three BLS calls with all resulting in transports. Chief Watson reviewed the customer service for each station.

Chief Watson reported on a serious house fire that recently occurred.

Mayor Cullimore reported that he visited with the family who commended the Fire Department for how they handled the fire and for their compassion toward the family.

4.0 **ACTION ITEMS**

4.1 **Consideration of Ordinance No. 182 – Adopting the Amended Project Area Plan, as Approved by the Board of Directors of the Cottonwood Heights Community Development and Renewal Agency, as the Official Community Development Project Area Plan for the Canyon Centre Community Development Project Area, and Directing that Notice of the Adoption be Given as Required by Statute**

4.1.1 Mayor Cullimore explained that the purpose of the proposed ordinance is to adopt the amended project area plan as approved by the Board of Directors of the Cottonwood Heights Community Development and Renewal Agency.

4.1.2 **MOTION:** Councilman Thomas moved to approve Ordinance No. 182. The motion was seconded by Councilman Tyler and passed unanimously on a roll call vote.

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

5.1 **MOTION:** Councilman Bracken moved to adjourn the business meeting and reconvene the work session. The motion was seconded by Councilman Thomas and passed unanimously on a roll call vote. The business meeting adjourned at 7:45 p.m.