

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

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

Staff Present: City Manager John Park, Deputy City Manager Linda Dunlavy, Police Chief Robby Russo, Community and Economic Development Director Brian Berndt, Public Works Director Mike Allen, City Engineer Brad Gilson, Assistant Chief Mike Watson, Public Relations Specialist Stephanie Archibald, City Attorney Shane Topham, City Engineer Brad Gilson, Finance Director Steve Fawcett, Deputy City Recorder Kory Solorio

Others Present: Liane Stillman, Larry Stillman, Doug Shelby, Woody Noxon, Richard Schutt

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 Bracken.

2.0 **CITIZEN COMMENTS**

2.1 There were no citizen comments.

3.0 **REPORTS/PROCLAMATIONS/RECOGNITIONS**

3.1 **Proclamation Recognizing Liane Stillman's Eight Years of Service as City Manager**

3.1.1 Mayor Cullimore acknowledged Liane Stillman and read a proclamation honoring her accomplishments and significant contributions in creating the City. Ms. Stillman was also commended for her compassionate and dedicated service during her eight years as Cottonwood Heights City Manager.

3.2 **Standing Monthly/Quarterly Reports**

**Monthly Financial Report**

3.2.1 Finance Director Steve Fawcett presented the financial report for the month of December. He reported that the budget is in balance and no deficit spending will take place. He noted that most revenue sources are doing well. Large sources of revenue are doing better than anticipated and sales tax revenues are up 6.9% and property tax revenue collections are at 98%.

Mayor Cullimore inquired about the Tavaci property tax delinquency.

Mr. Fawcett stated that property tax payments can be delinquent up to five years before resulting in foreclosure. His understanding is that Tavaci is making one year of delinquent tax payments each year resulting in a continuous five-year delinquency. Details regarding the process were discussed. Mr. Fawcett said he would check into the process further and report back.

Mr. Fawcett reviewed the downward trend of Class C Road Funds indicating an adjustment will need to be made before year end. Zoning revenues are short of what was anticipated after having received

approximately \$10,000 of the estimated \$60,000. Revenue projections will now be provided by City Treasurer David Muir.

Mr. Fawcett shared concerns about ongoing sources of revenue not covering ongoing expenditures in future years, with the exception of capital improvements. Although a few adjustments will be made regarding expenditures there are no budgetary concerns for this fiscal year.

A complete financial report is available on the City's website.

### **Unified Fire Report**

- 3.3.1 Assistant Chief Mike Watson presented the Unified Fire Report for the month of December. He stated that Station 110 was the second busiest for December in terms of call volume noting that in December there were 240 medical calls which was the highest call volume in 5 years and a total of 70 fire calls resulting in the lowest call volume in 5 years. Station 110 had 238 total calls with a total of 158 Advanced Life Support (ALS) calls resulting in 70 transports; and 13 Basic Life Support (BLS) calls resulting in 4 transports. Station 116 had 72 calls with a total of 45 Advanced Life Support (ALS) calls resulting in 27 transports; and 4 Basic Life Support (BLS) calls resulting in 2 transports.

There was a decrease in 2012 with a total of 942 fire calls compared to 958 fire calls in 2011. Medical calls increased with a total of 2,537 in 2012 compared to 2,473 in 2011. Stations 110 and 116 performed 41 business inspections, multi-company avalanche training, collection of items for the coat and clothing drive, attended training on self-contained breathing apparatus, and performed pediatric life support training.

Chief Watson presented the monthly safety message and addressed tips involving freezing weather. He advised that car batteries be checked and jumper cables remain in vehicles. Frozen pipes are also an issue during winter months and suggest that family members be aware of the location of the main water shut off valve. Unfinished basements should be kept at higher temperatures in order to prevent pipes from freezing.

Councilman Tyler asked if Station 116 has responded to any avalanche calls this year.

Mr. Watson confirmed that there has been 1 response. Station 116 continues to train with the ski patrol. He explained that training provides care at the command post, where the ski patrol operates the recovery.

A complete UFA report is available on the City's website.

## **4.0 ACTION ITEMS**

### **4.1 Consideration of Resolution No. 2013-01 Consenting to Historic Committee Reappointments**

- 4.1.1 Mayor Cullimore stated that Resolution No. 2013-01 reappoints Beverly Lund, Sylvia Orton, and Tom Shimizu to the Historic Committee.

- 4.1.2 **MOTION:** Councilman Peterson moved to approve Resolution Number 2013-01. The motion was seconded by Councilman Bracken and passed unanimously on a roll call vote.

### **4.2 Consideration of Resolution No. 2013-02 Approving and Ratifying a Contract with Sunrise Engineering**

- 4.2.1 Mayor Cullimore explained that Resolution No. 2013-02 approves an agreement for building services with Sunrise Engineering.
- 4.2.2 **MOTION:** Councilman Tyler moved to approve Resolution Number 2013-02. The motion was seconded by Councilman Shelton and passed unanimously on a roll call vote.
- 4.3 **Consideration of Resolution No. 2013-03 Declaring Certain Property Surplus**
- 4.3.1 Mayor Cullimore reported that Resolution No. 2013-03 pertains to declaring certain property surplus.
- 4.3.2 **MOTION:** Councilman Shelton moved to approve Resolution Number 2013-03. The motion was seconded by Councilman Bracken and passed unanimously on a roll call vote.
- 4.4 **Consideration of Resolution No. 2013-04 Adopting Gateway Overlay Design Guidelines**
- 4.4.1 Resolution No. 2013-04 was continued to the next business meeting.
- 4.5 **Consideration of Ordinance No. 198 Adopting a New Chart 2.220 Amending Council Districts**
- 4.5.1 Mayor Cullimore stated that Ordinance No. 198 allows for a boundary adjustment between Districts 2 and 4.
- 4.5.2 **MOTION:** Councilman Bracken moved to approve Ordinance No. 198. The motion was seconded by Councilman Tyler and passed unanimously on a roll call vote.
- 4.6 **Consideration of Ordinance No. 199 Amending Chapter 19.35 (RO-Residential Office Zone) of the Cottonwood Heights Code of Ordinances to Include New Section 19.35.150 Regarding Signage**
- 4.6.1 Mayor Cullimore stated that Ordinance No. 199 amends the Residential Office Zone and adds a section on signage to the RO Zone.
- 4.6.2 **MOTION:** Councilman Peterson moved to approve Ordinance No. 199. The motion was seconded by Councilman Tyler and passed unanimously on a roll call vote.
- 5.0 **CONSENT CALENDAR**
- 5.1 **Approval of Minutes for January 8, 2013**
- 5.1.1 The minutes stood approved.
- 6.0 **ADJOURN BUSINESS MEETING AND RECONVENE WORK SESSION IN ROOM 250**
- 6.1 **MOTION:** Councilman Bracken moved to adjourn the business meeting and reconvene the work session. The motion was seconded by Councilman Peterson and passed unanimously on a roll call vote. The business meeting adjourned at 7:49 p.m.

minutes approved: 02/26/2013