

MINUTES OF THE CITY COUNCIL MEETING HELD APRIL 26, 2005, AT 7:00 P.M., IN THE COTTONWOOD HEIGHTS CITY COUNCIL CHAMBER

MEMBERS PRESENT: Mayor Kelvyn Cullimore, Councilman Don Antczak, Councilman Scott Bracken, Councilman Bruce Jones

EXCUSED: Councilman Gordon Thomas

STAFF PRESENT: City Manager Liane Stillman, City Attorney Shane Topham, City Treasurer Gary Harmer, Director of Finance David Muir, Community Development Director Kevin Smith, City Planner Michael Black, City Recorder Linda Dunlavy

OTHERS PRESENT: Mike Watson, David Harrison, Susan Harrison, Craig Sturm, Carrie Hecht, Jim Pennock, Jana Parker, Stan & Caroline Mars, Ron Fullmer, Mike Peterson, Steve and Marlene Hill, Geoff Armstrong, Fern Baird, Debbie Beckstead, John Beckstead, Christine Pratt, Debbie Tyler, Loraine Turner, Robby Russo, Kit Lindsey, Chad Booth, Jay Chamberlain, Duane Rasmussen

1.0 WELCOME/PLEDGE

- 1.1 Mayor Cullimore opened the meeting at 7:00 p.m. and welcomed those attending. Councilman Scott Bracken led the Pledge of Allegiance.

2.0 PUBLIC COMMENTS

- 2.1 Mike Peterson, 6663 Cristobal Street, Director of Cottonwood Heights Parks and Recreation Service Area, stated that Salt Lake County will be holding a public hearing on May 5th at 6:30 p.m. at Olympus Junior High School for the County Parks and Recreation master plan, which includes Cottonwood Heights. Mr. Peterson reviewed the proposed plan and feels there are deficiencies that directly impact the citizens of Cottonwood Heights. Some of the deficiencies include: not recognizing that Cottonwood Heights is a city; that there are no large parcels from 40 to 120 acres available for development, and that there are two elementary schools closing that have open space. This is the plan that will be used as the County proceeds with funding allocations. He encouraged the City officials and residents to participate in the public hearing.
- 2.2 Marlene Hill, 3229 Deer Creek Circle, asked the Council for help in improving the approach to the entrance of 8085 South 3200 East. She explained that the approach is so steep that it is difficult for emergency vehicles to enter, which makes it a safety issue. The residents have been working with the County toward

a solution, however, with the new incorporation of the City, they were now asking the City to continue the process where the County stopped at the time of the incorporation.

Jim Pennock, 3250 Deer Creek Circle, said that work which was done with the County is available to the City.

Mayor Cullimore stated that the City is aware of the situation and City Manager , Liane Stillman, has documentation of the County's proposal. He noted that the City is in the process of doing a transportation improvement plan for the community that will prioritize capital improvements such as this.

Steve Hill, 3229 Deer Creek Circle, said that this is a safety issue and reaffirmed the need for the City to make this a priority in their improvement plan.

City Manager Liane Stillman explained that the City must have an agreement with Metropolitan Water District in order to proceed. She has met with Salt Lake County Public Works and received an updated bid, and the next step is to make sure that Metro Water is in support of the proposed plans.

2.3 Dave Harrison, 7786 South Prospector Drive, stated that he owns an engineering construction company and asked that he be allowed to bid competitively for the project just discussed.

2.4 Steve Hopkins, 6322 South 3000 East, said that there will be a grand opening for the Old Mill Trail in June. He noted this is in area that is dangerous for bikers and joggers and the new trail will provide a safer route.

4.0 **PROCLAMATION**

4.1 **Proclamation Thanking Debbi Beckstead and Open House Volunteer Committee**

4.1.1 Mayor Cullimore thanked Debbi Beckstead and all of the volunteers that helped on the City Offices Open House. He noted that there were 135 people that helped with the open house in a volunteer capacity.

4.2 **Arbor Day Proclamation**

4.2.1 The Arbor Day Proclamation was continued to the May 10th Business Meeting.

3.0 REPORTS/PRESENTATIONS

3.1 City Manager Report

- 3.1a. Liane Stillman explained that the City will be receiving money from the Community Development Block Grant fund which is set up by the federal government for specific uses. The CDBG money received this year in the amount of \$100,000 will be used to pay for the completion of the General Plan.
- 3.1b Ms. Stillman said that she met with the Public Works and Flood Control staff for the County. The concern for flooding comes when there is heavy rainfall and warm temperatures. She noted that the stream flow is on a website and can be watched at all times.
- 3.1c Ms. Stillman reviewed the public works contract and presented a summary of the work performed in the first quarter.
- 3.1d Staff training is being held once a month from 12:00 p.m. to 1:30 p.m. The last training was on sexual harassment and was presented by the Utah Local Government Trust.
- 3.1e The Arbor Day tree planting was postponed to May 7th due to the fact the trees have not arrived.
- 3.1f The City will begin highlighting the talent in the community by having local artists display their work in the City offices.

3.2 Fire Department Report

Battalion Chief Mike Watson reviewed the statistics for the month of March. There were 72 fire calls and 175 medical calls. The safety message involved the issue of flooding and the fact that people need to be reminded that there are fatalities in streams and creeks every year. The peak water flow will be in May and June. He urged those in attendance to monitor their children; use good judgment when you are recreating; be aware of thunderstorm activity; learn more about the dangers of flooding and flash floods; and pay attention to barriers. He paid respect to the two fire fighters who died fighting a house fire in Evanston, Wyoming.

3.3 Quarterly Animal Services Report

Sgt. Carrie Hecht reported that there were 328 total calls; 77 animals taken in; 29 animals redeemed; 8 animals adopted; and 519 licenses sold. She provided a

handout regarding bats, raccoons, and skunks, noting that the County only responds to dead raccoons and skunks. USDA Wildlife Services provides traps and responds to complaints of live raccoons and skunks as well as duck problems. Residents can call 975-3307 for traps.

Sgt. Hecht has been promoted to Animal Services Division Coordinator and expressed thanks for the opportunity she has had to serve Cottonwood Heights residents.

3.4 Volunteer Coordinator Report

Chad Booth reported on the status of the City's volunteer program and the progress made. A total of 223 volunteers have contacted the City volunteer program or been involved in a project. A database has been designed to identify the volunteer's individual areas of interest. He suggested the volunteers be kept involved by using the members to do surveys about ideas and concerns facing the City Council in the discharge of their duties. Mr. Booth recommended that a regularly scheduled poll regarding potential issues facing the city be distributed to the registered volunteers for their input. The registered volunteers could be used as a pool from which to choose members of standing committees. They could also initiate volunteer efforts based on community issues and citizens interests that are legal in purpose and deal with issues the City can affect. He requested that his proposal along with the flow chart be considered and formally adopted by the City Council.

Mr. Booth also suggested that the City commission topics for the first survey. This item will be placed on the upcoming work session agenda.

Councilman Antczak stated that he would like to look at setting up a Youth Council.

3.5 Monthly financial report

Finance Director Dave Muir reviewed the March 31, 2005 monthly financial report. Mr. Muir stated that the May 31st monthly financial report will be from the new financial software. The focus at this time is the collection of revenues and in the next two weeks, the City should be collecting \$688,000. Future reports will include comments and analysis.

5.0 PLANNING/PUBLIC WORKS MATTERS

5.1 Consideration of a Conditional Use Permit for the Castlewood Office Project located at 6736 South 1300 East

5.1.1 City Planner Michael Black reviewed the subject property of 0.9 acres. The applicant is requesting a 15,000 square foot, two-level office building. There will be 47 parking stalls and 9,900 square of feet of landscape space. Mr. Black stated that parking is an issue on this development because Staff believes the parking requirement is excessive. He explained that the City Council can modify the requirement if sufficient proof is given that a requirement is excessive. The current ordinance calls for just over five parking spaces per 1,000 square feet of office space and Staff is recommending 3.25 parking spaces per 1,000 square feet of office space. Mayor Cullimore encouraged staff to be sure that the reduced parking requirement is consistent with the tenant improvements that are ultimately submitted for approval.

5.1.2 The applicant is also requesting two monument signs. The current code states that there can only be one monument sign per property and Staff is recommending that this requirement not be modified. Mr. Black recommended that the developer be required to use a material on the trash enclosure that matches the building and that the gates be constructed out of steel in order to be durable. Mr. Black stated that the developer needs to submit a photometric lighting plan and a bicycle parking standard. Staff is requesting that the City Council approve the Conditional Use and site plan subject to the conditions reviewed.

5.1.3 Duaine Rasmussen, 6925 South Union Park Avenue, stated that he will eliminate the second monument sign on 6720 South, will work with Staff on the bicycle parking, agrees with the proposal for lighting, and will match the trash enclosures with the building materials and will use the steel gates.

5.1.4 **MOTION:** Councilman Jones moved to approve the Conditional Use Permit for the Castlewood Office Project. The motion was seconded by Councilman Antczak and passed unanimously on a voice vote.

5.2 Report on General Plan Process

5.2.1 Community Development Director Kevin Smith urged the Council and residents to attend the open house on the General Plan.

6.0 OTHER MATTERS

6.1 Resolution No. 2005-36 approving a Contract with Larson & Company for Auditor Services

- 6.1.1 Councilman Bracken moved to approve Resolution No. 2005-36 approving a contract with Larson & Company for auditor services. The motion was seconded by Councilman Antczak and passed unanimously on a roll call vote.

6.2 Resolution No. 2005-37 approving a Contract with Stowell Law PLLC for Indigent Defense Services

- 6.2.1 Councilman Antczak moved to approve Resolution No. 2005-37 approving the contract with Stowell Law PLLC for indigent defense services. The motion was seconded by Councilman Jones and passed unanimously on a roll call vote.

7.0 CONSENT CALENDAR

7.1 Approval of April 12, 2005 minutes

- 7.1.1 The minutes were approved as written.

8.0 CALENDAR OF UPCOMING EVENTS

8.1 Mayor Cullimore reviewed the upcoming meetings and events.

- 8.2 Ron Fullmer, 1533 East 6670 South, recommended that the City look at the possibility of having a fireworks display on the July 4th or July 24th.

9.0 ADJOURN TO WORK SESSION

- 9.1 Councilman Bracken moved to adjourn to the work session. The motion was seconded by Councilman Antczak and passed unanimously on a voice vote. The business meeting adjourned at 8:55 p.m.

Approved: 05-10-2005

Kelvyn Cullimore, Jr., Mayor

Don Antczak, Councilman

Scott Bracken, Councilman

Bruce Jones, Councilman

Gordon Thomas, Councilman