

MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL MEETING HELD TUESDAY,  
NOVEMBER 25, 2014, AT 7:00 P.M. IN THE COTTONWOOD HEIGHTS CITY COUNCIL  
CHAMBERS

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

**Staff Present:** City Manager John Park, Deputy City Manager Linda Dunlavy, Police Chief Robby  
Russo, Public Relations Specialist Dan Metcalf, Community and Economic  
Development Director Brian Berndt, Assistant Fire Chief Mike Watson, Public  
Works Director Mike Allen, City Attorney Shane Topham, Finance Director Steve  
Fawcett

**Others Present:** Youth City Council Representative Scott Woolston

1.0 **WELCOME/PLEDGE/ACKNOWLEDGEMENTS**

1.1 Mayor Cullimore called the meeting to order at 7:04 p.m. and welcomed those attending.

1.2 The Pledge of Allegiance was led by Youth City Council Representative, Scott Woolston.

2.0 **CITIZEN COMENTS**

2.1 There were no citizen comments.

3.0 **REPORTS/PROCLAMATIONS/RECOGNITIONS**

**Standing Monthly/Quarterly Reports**

3.1 **Monthly Financial Report**

Finance Director, Steve Fawcett, presented the Monthly Financial Report for October. He stated that property tax revenue is starting to come in. Sales tax continues to perform well. Revenue sources are positive and expenditure patterns are as expected. Budget amendment items were incorporated and four projects will be reflected numerically on the next budget report and specifically identified. All of the activity accounts are reconciled. The auditors have completed their field work and will soon complete a draft of the report. The goal is for the audit to be completed in order to have the auditors make a presentation at City Council on December 16, 2014.

3.2 **Unified Fire Report**

Assistant Fire Chief, Mike Watson, presented the Unified Fire Report for the month of October. He reported that in terms of monthly call volumes Station 110 was the 6th busiest among all UFA stations with a total of 160 calls and Station 116 came in 19th with a total of 62 calls. It is unusual for Station 110 to be out of the top five. Fire calls between both stations closed at 54, which was the slowest October in five years. Station 110 had 119 total medical calls with 58 Advanced Life Support (ALS) calls resulting in 30 transports; and 61 Basic Life Support (BLS) calls resulting in 8 transports. Station 116 had 49 total medical calls with 28 Advanced Life Support (ALS) calls resulting in 25 transports; and 21 Basic Life Support (BLS) calls resulting in 1 transport.

The customer service report included a Home Depot Safety Fair, talk and demo, and a battalion-wide training at Station 110. Station 116 participated in the Jet Blue Safety Fair, off-site talk and demo, a

station tour, and a battalion training. The monthly safety message pertained to seasonal holiday fires. It is reported that candle-related fires represent a larger portion of fire related loss than Christmas tree fires. Caution was urged when using fireplaces, space heaters, and alternative heating sources. Proper storage and securing of firearms was urged.

#### 4.0 **ACTION ITEMS**

##### 4.1 **Consideration of Ordinance No. 232 Establishing a Schedule for Regular Meetings of the City Council, the Planning Commission and the Board of Adjustment for 2015**

4.1.1 Mayor Cullimore explained that the proposed ordinance establishes a schedule for regular City Council, Planning Commission and Board of Adjustment meetings for 2015.

4.1.2 **MOTION:** Councilman Bracken moved to approve Ordinance 232. The motion was seconded by Councilman Tyler. Vote on motion: Councilman Shelton-Aye, Councilman Bracken-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, Mayor Cullimore-Aye. The motion passed unanimously.

##### 4.2 **Consideration of Resolution No. 2014-74 Approving an Interlocal Agreement with Salt Lake County for a Trail Easement**

4.2.1 Mayor Cullimore explained that the proposed resolution formalizes the easement for the trail near Spencer's Pond.

4.2.2 **MOTION:** Councilman Shelton moved to approve Resolution No. 2014-74. The motion was seconded by Councilman Bracken. Vote on motion: Councilman Shelton-Aye, Councilman Bracken-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, Mayor Cullimore-Aye. The motion passed unanimously.

##### 4.3 **Consideration of Resolution No. 2014-75 Authorizing Disposal of Unclaimed Property and/or Property No Longer Needed as Evidence**

4.3.1 Mayor Cullimore explained that the proposed resolution is for a list of items collected by the Police Department and will be disposed of through the auction website.

4.3.2 **MOTION:** Councilman Tyler moved to approve Resolution No. 2014-75. The motion was seconded by Councilman Peterson. Vote on motion: Councilman Shelton-Aye, Councilman Bracken-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, Mayor Cullimore-Aye. The motion passed unanimously.

##### 4.4 **Consideration of Resolution No. 2014-76 Approving a Policy for Annexations Under Utah Code Ann. 10-2-418(1)(a)(ii)**

4.4.1 Mayor Cullimore explained that the proposed resolution approves a policy for annexations under Utah Code Ann. 10-2-4-18. Specified areas can annex into a city through a petition or a non-petition process. This resolution will adopt a city policy for use in analyzing and processing annexations without a petition. The policy details how this is to be done under the Utah Code and is limited to areas with 800 residents or fewer. In addition, the municipality must provide one or more services to the area for at least one year. The policy requires that 50% of the private real property acreage sign consents to the annexation. The policy details the notice process, which is similar to the petition form of annexation. The annexation can occur with 50% of the acreage of the area. If there is a protest after the public hearing that constitutes half of the value of all of the real property, the ordinance may not be adopted.

- 4.4.2 City Attorney, Shane Topham, clarified that the protests must cover both a majority of the land area as well as the majority of the value.
- 4.4.3 **MOTION:** Councilman Peterson moved to approve Resolution No. 2014-76. The motion was seconded by Councilman Bracken. Vote on motion: Councilman Shelton-Aye, Councilman Bracken-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, Mayor Cullimore-Aye. The motion passed unanimously.
- 4.5 **Consideration of Resolution No. 2014-77 Approving an Agreement for Professional Services with the Salt Lake Chamber of Commerce**
- 4.5.1 Mayor Cullimore explained that the proposed resolution represents a \$2,000 contract with the Salt Lake City Chamber of Commerce to educate citizens about the importance of supporting transportation. \$11 billion in unfunded transit, local and state transportation improvement needs have been identified. This means that more money from the General Fund typically used to pay for fire, police, and public works will be diverted to roads unless additional sources of revenue are identified. The agreement will help fund an effort to educate the public about needs to fund transportation. By signing the agreement, the City agrees to be a part of the Transportation Coalition and contribute \$2,000 to help support the effort.
- 4.5.2 **MOTION:** Councilman Tyler moved to approve Resolution No. 2014-77. The motion was seconded by Councilman Shelton. Vote on motion: Councilman Shelton-Aye, Councilman Bracken-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, Mayor Cullimore-Aye. The motion passed unanimously.
- 4.6 **Consideration of Resolution No. 2014-78 Approving an Agreement with Bio-West, Inc.**
- 4.6.1 Mayor Cullimore explained that the proposed resolution is a contract with Bio-West, Inc. for consulting services. He stated that one of the first steps to widening the access onto the westbound ramp of I-215 and Highland Drive from a single-lane access to a double-lane access is to conduct an environmental impact study. The proposed resolution approves the \$7,000 needed to accomplish that.
- 4.6.2 **MOTION:** Councilman Shelton moved to approve Resolution No. 2014-78. The motion was seconded by Councilman Bracken. Vote on motion: Councilman Shelton-Aye, Councilman Bracken-Aye, Councilman Peterson-Aye, Councilman Tyler-Aye, Mayor Cullimore-Aye. The motion passed unanimously.
- 5.0 **CONSENT CALENDAR**
- 5.1 **Approval of Minutes for November 11, 2014**
- 5.2 Approval of the minutes were continued to the next meeting.
- 6.0 **ADJOURN BUSINESS MEETING AND RECONVENE WORK SESSION IN ROOM 250**
- 6.1 **MOTION:** Councilman Peterson moved to adjourn and reconvene the Work Meeting. The motion was seconded by Councilman Tyler and passed unanimously on a voice vote. The business meeting adjourned at 7:52 p.m.

Minutes approved: 12/16/2014