

MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL MEETING HELD TUESDAY,  
OCTOBER 23, 2012, 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 Peterson, Councilman Mike Shelton

STAFF PRESENT: City Manager Liane Stillman, City Attorney Shane Topham, Administrative Services  
Director Linda Dunlavy, Finance Director Steve Fawcett, Police Chief Robby Russo, Assistant Chief  
Mike Watson, Community Development Director Brian Berndt, Public Information Specialist Stephanie  
Archibald, Public Works Director Mike Allen, City Engineer Brad Gilson, Finance Director Steve  
Fawcett

ALSO PRESENT: Skip Dunlavy, Scout Troop 764

**1.0 WELCOME/PLEDGE/ACKNOWLEDGEMENTS**

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

1.2 Mayor Cullimore led the Pledge of Allegiance.

1.3 Councilman Bracken introduced the Youth City Council Educational Officer.

Mayor Cullimore welcomed scouts from Troop 764 who are working on their Citizenship in the  
Community Merit Badges.

**2.0 CITIZEN COMMENTS**

2.1 Muriel Callahan told the Council that her home was burglarized on October 2<sup>nd</sup> sometime  
between 11:30 a.m. and 1:15 p.m. She reported that the burglars stole all of her jewelry and that  
five other similar burglaries have also occurred. She asked if residents are notified when this type  
of situation happens, because she does not want anyone else to go through this event.

Ms. Callahan commended the Police Department for their diligence.

Chief Russo stated that he was familiar with Ms. Callahan's case and explained that most  
burglaries do occur during the day and are often crimes of opportunity. He said that the Police  
Support Specialist, Sheila Jennings is working on educating the public. He also reassured Ms.  
Callahan that the Police Department is working extensively on her case. He also noted that  
neighborhoods are patrolled and new software and GPS systems are being implemented to help  
fight crime.

Mayor Cullimore pointed out that if Cottonwood Heights was compared to other cities, the results  
would show that the crime resolution rates are much higher in Cottonwood Heights. He stated  
that the City has much better response times, recovery rates, and a lower crime rate. However,  
crime still occurs and it is frustrating when you are a victim as the Mayor was last year when his  
snowblower was stolen.

Councilman Peterson explained to Ms. Callahan that every month, the Council receives a map  
identifying every crime and every type of crime by city council district. This kind of data allows  
the Police Department to modify and move resources as needed.

Ms. Callahan raised the question of having officers that work in Cottonwood Heights live in other cities, and the cost to the taxpayers of the officers taking home their vehicles.

Chief Russo explained that there is not a requirement for an officer to live within the city limits, and in fact, often makes the life of an officer more difficult when he becomes involved in the personal issues of citizens. City vehicles are used at the officer's disposal in the event an immediate response is required.

Mayor Cullimore added that officers are allowed to drive vehicles to and from their homes. The Council made a policy decision to permit this since there is a public benefit. He said that in addition, a parked police car in a neighborhood helps deter crime.

### **3.0 REPORTS/PRESENTATIONS/RECOGNITIONS**

#### **3.1 Proclamation – Alternative Fuel Vehicles Awareness Month**

- 3.1.1 The Alternative Fuel Vehicle Awareness Month proclamation was postponed to the November 13 Business Meeting.

#### **3.2 Standing Monthly Reports**

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

- 3.2.1 Finance Director Steve Fawcett presented the financial report for the month of September. He reported that the court revenue for the first quarter was approximately half in terms of net revenue as it was a year ago for the same time period. Court expenditures were higher this year than last year, and there were no judge costs for two months of the quarter last year, which makes up for a significant portion of the difference.

City Manager Liane Stillman reported that the last court returns were recently audited and the revenue split remains at approximately 65% from Cottonwood Heights and 35% from Holladay. She believes that the court volume is down this year.

With regard to sales tax revenue, figures for August and September increased by 6.8% compared to the same period the previous year and collections were expected to be over budget from the previous year.

Mr. Fawcett stated that capital projects are appropriately budgeted for. The 6% rainy day fund is at \$872,000, with an additional \$930,000 that is still unallocated.

Mayor Cullimore clarified that the capital projects fund balance, in addition to the fund balance in the General Fund totals approximately \$3 million that is unallocated.

Mr. Fawcett said that the unallocated portion of the General Fund would be \$900,000 plus \$2.9 million from the Capital Projects Fund for a total just under \$4 million.

Mr. Fawcett also noted that two surplus vehicles were sold last week.

A complete copy of the monthly report is available on the City's website.

## **Unified Fire Report**

- 3.2.2 Assistant Chief Mike Watson presented the Unified Fire Report for the month of September. There are two new fire stations, Station 119 in Emigration Canyon and Station 108 in Big Cottonwood Canyon. Staffing for Station 108 will be three fulltime employees; staffing for Station 119 will be two fulltime employees and one paidcall position; staffing for Station 116 will go to four fulltime employees; and staffing for Station 110 is five fulltime employees.

Mayor Cullimore noted that Station 110 is the fourth busiest station in the system.

Chief Watson presented fire and medical call data. Station 110 closed the month with 196 total calls and Station 116 closed with 86 total calls. Calls were also detailed by category including falls, traffic accidents and sick persons.

Ambulance data was presented with Station 116 receiving 54 Advanced Life Support (ALS) calls resulting in 21 transfers and 5 Basic Life Support (BLS) calls resulting in 2 transfers. Station 110 reported 107 ALS calls resulting in 49 transports and 13 BLS calls resulting in 3 transports.

The customer service reports for each station were reviewed.

Chief Watson presented the monthly safety message and encouraged residents to do a smoke alarm audit and make sure that fire extinguishers are close at hand.

## **4.0 ACTION ITEMS**

### **4.1 Consideration of Resolution No. 2012-58 Approving a Consulting Agreement with Gilson Engineering for Storm Water Capital Facilities Plan**

- 4.1.1 Mayor Cullimore explained that the Clean Water Act requires certain steps be taken to be in compliance and the City must ensure that water discharge meets those requirements. An update of the Storm Water Facilities Plan is required and the City is proposing to contract with Gilson Engineering to do the study.

- 4.1.2 **MOTION:** Councilman Bracken moved to approve Resolution Number 2012-58. The motion was seconded by Councilman Peterson and passed unanimously on a roll call vote.

### **4.2 Consideration of Resolution No. 2012-59 Consenting to Appointments to the Arts Council**

- 4.2.1 Mayor Cullimore stated that the proposed resolution appoints members of the Arts Council. Kathy Broadsky, Sheryl Ivey, and Christie Jones are recommended for appointment; and Becky Hendrickson, Karen McCoy, Bob Itharaulde, and Suzanne Neddow are recommended for reappointment.

- 4.2.2 **MOTION:** Councilman Shelton moved to approve Resolution Number 2012-59. The motion was seconded by Councilman Tyler and passed unanimously on a roll call vote.

### **4.3 Consideration of Resolution No. 2012-60 Appointing a Deputy City Manager**

- 4.3.1 Mayor Cullimore reported that in anticipation of a new City Manager being appointed he felt there was wisdom in restructuring staff and appointing a Deputy City Manager, and

Administrative Services Director Linda Dunlavy has been asked to serve in this capacity. He explained that with this appointment there will be additional restructuring needed. The Council feels that Ms. Dunlavy can help facilitate the transition for current city manager Liane Stillman's replacement.

City Attorney Shane Topham clarified that the appointment is actually made by the City Manager with the advice and consent of the City Council.

- 4.3.2 **MOTION:** Councilman Bracken moved to approve Resolution Number 2012-60. The motion was seconded by Councilman Tyler and passed unanimously on a roll call vote.

5.0 **CONSENT CALENDAR**

5.1 **Approval of Minutes of August 14, 28, September 11, 25, and October 9, 2012**

- 5.1.1 The approval of the minutes was postponed to the November 13 meeting.

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

- 6.1 **MOTION:** Councilman Peterson moved to adjourn the business meeting and reconvene the work session. The motion was seconded by Councilman Bracken and passed unanimously on a roll call vote. The business meeting adjourned at 8:06 p.m.