

**MINUTES OF THE
HOLLADAY CITY COUNCIL MEETING**

**Thursday, March 21, 2013
Mt. Olympus Room
4580 S 2300 E
Holladay, Utah 84117**

BRIEFING SESSION - 5:30pm

ATTENDANCE

Mayor Dennis Webb
Lynn Pace
Patricia Pignanelli
J. James Palmer, Jr.
Steve Gunn
Sabrina Petersen

City Staff
Randy Fitts, City Manager
Stephanie Carlson, City Recorder
Craig Hall, City Attorney
Clarence Kemp, City Engineer

Mayor Webb called the briefing session to order at 5:38 pm.

Dave Spatafore provided the Council with a review of the 2013 legislative session. There were no major issues that will affect cities. There were no changes with regards to land use and nothing passed on billboards. There were a number of law enforcement dealing with human trafficking and dating violence. Council Member Palmers daughter played a role in the human trafficking bill and even testified. There were a number of gun bills that did pass. There was one RDA bill that passed SB 211 that clears up conflicts in the code and authorizes a taxing entity committee to approve exceptions to the requirement that a project area budget include a maximum cumulative of tax increment and prohibits certain entities from recovering increased taxes paid to an agency. The master liquor chain license passed that a chain restaurant only needs on license for all its locations, freeing up more liquor licenses.

The Council thanked Mr. Spatafore for all his time and work on behalf of the city.

**MINUTES OF THE
HOLLADAY CITY COUNCIL MEETING**

**Thursday, March 21, 2013
Council Chambers
4580 S 2300 E
Holladay, Utah 84117**

Council Meeting - 6:00pm

ATTENDANCE

Mayor Dennis Webb
Lynn Pace
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J. James Palmer, Jr.
Steven Gunn
Sabrina Petersen

City Staff
Randy Fitts, City Manager
Stephanie Carlson, City Recorder
Craig Hall, City Attorney

I. *Welcome*

Mayor Webb called the meeting to order at 6:04 pm and welcomed those in attendance.

II. *Pledge of Allegiance*

The Pledge of Allegiance was led by Luke Wilkinson Scout Troup 507.

III. *Public Comments*

Jennifer Andelen – Congressman Chavetz’s office. They have moved into an office in Cottonwood Heights but due to the small staff it is open by appointment only. If you have any constituents that any questions or issues with federal government or any agency. They will be having an open house in April.

**IV. *Public Hearing on Proposed Community Development Block Grant (CDBG) Funding*
Mayor Webb opened the public hearing at 6:08pm.**

Karen Wiley – Community Development Coord. for SL County. We are working with an estimated budget and we currently don’t know the amount of money we will be receiving from the federal government. The amount Holladay has been allocated includes the 8.1% original sequestered amount. The amount of the cut could be more or less. As you make allocations, please include language that if additional money is allocated it will be allocated to certain project. The soft cost funding is now done by the county and recommendations have been forwarded to the County Mayor. She thanked Ms. Carlson for all her hard work on behalf of the City.

Wendy – Business Director at The Haven. The Haven is requesting \$10,000 towards a new boiler for the George House and Josephine Cottage Transitional Housing buildings. The Haven is a drug and alcohol residential treatment facility. The boiler is from the 1950’s with uncontrollable maintenance and one thermostat for the whole building and they would like to have a thermostat in each of the 18 rooms. Rent is \$400 and that includes utilities.

Dixie Memmott – Valley Services. They are a local, non-profit organization whose mission is to employ those with disabilities. We have over 300 employees and are completely self-sufficient. They have been awarded the Handyman Services contract which provides services for senior citizens who are 62 and older or disabled and are 50% below the median income. We provide \$500 worth of handyman service in their home if they own the home and are low income. They did not use all of the money they were appropriated last year from the city because last year was the first year for this program and they were just getting the word out.

Jessica Burnham – Road Home. Thanked the Council for their past support. They are asking the County for support for their two shelter programs – the main shelter and the winter shelter. We provide shelter to 67 Holladay residents with an average length of stay of 32 days.

Ms. Carlson informed the Council that this request is for soft cost funding which is done through the County.

Roger Borgenicht – Assist. Assist in an emergency home repair program that does larger projects than the Handyman program. We used licensed, insured contractors to do roofing, plumbing, and heating as well as accessibility modifications. We try to keep people in their homes and make it safe. We have done 13 emergency repairs and 12 redesign projects in the past two years in Holladay. We have done four jobs in the last eight months. They do have \$7,500 left over from the 2012 contract but we are starting a new initiative where we will meet with ecclesiastical leaders and public safety officials about an “Aging in Place” program.

Ms. Wiley explained the contract process. Each agency is required to submit quarterly reports. If the agency does not spend the money by the time the contract expires the money lapses (June 30). Hard cost applications come directly to the city and include facility improvements. If they are outside of Holladay they can only ask for must equal the percentage of clients they serve from Holladay. Soft costs go through the County and include operating costs. Holladay does have a citizen who sits on the committee.

Mayor Webb closed the public hearing at 6:35pm.

V. *Public Hearing on Proposed Business License Fee*

Mayor Webb opened the public hearing at 6:36pm

Shantel Marsell – Business License Official. Zions Bank has completed a draft fee study. The City is currently only covering 33% of its costs. The proposed fees will cover 67% of the total operating costs to the City. This will bring the City 34% closer to covering its costs to provide business licensing services to the public. The break-down of the recommended fee schedule is 100% of administrative and disproportionate regulatory costs to cover the City’s most basic operating costs. If adopted as recommended, the budget will increase from \$155,000 to \$313,278 – a difference of \$157,278 per year. It is also worthy of note that though this new schedule will significantly increase the license cost to some businesses, it will also lower the costs of others as seen in “Specified Fees for Businesses” online. It is also recommended that the employee fee be dropped as there has been no proven accuracy of employees accounted for, nor increase in disproportionate service call costs that correlate with a higher number of employees.

It will also reduce the amount of time taken to process renewals as this change won't need to be made yearly.

Council Member Pace noted that any change would be effective July 1, 2013.

There were no public comments. **Mayor Webb closed the public hearing at 6:41pm.**

VI. *Consideration of Ordinance 2013-06 Amending Chapters 2.08-2.16 of the City Code Pertaining to Administrative Organization of the City*

Council Member Palmer moved to adopt Ordinance 2013-06. Council Member Petersen seconded the motion.

Council Member Palmer noted that this is the section that deals with the formation of the City, its legislative and executive bodies and administration. We are only adopting a portion due to further review by staff on the personnel, purchasing and committee sections.

Mr. Hall stated that the ethics section is the result of legislation passed in 2012, where the State established an Ethics Commission and suggested that the State will handle it or the individual municipalities could create their own commission.

Council Member Gunn expressed concern with Section 2.15. This section was adopted by the Council about a month ago. Council Member Gunn is no longer satisfied and has questions on how it compares to the Utah Code and why the rules of evidence are not included. He also questioned the contempt power that is vested on the commission or hearing officer. Do you want an informal process or formal rules of evidence process?

Council Member Palmer noted that Section 2.15 is currently the ordinance on record. He asked the Council re-examine this section when the rest of Title 2 is brought back to the Council.

Council Member Palmer moved to adopt Ordinance 2013-06 subject to further review of Section 2.15 when the rest of Title 2 is brought back for consideration. Council Member Petersen seconded the motion. The Council roll call vote was as follows: Council Members Petersen, Pace, Pignanelli, Gunn and Palmer in favor. Ordinance 2013-06 was adopted by a unanimous vote.

VII. *Consent Agenda*

a. Approval of Minutes – March 7 and 14, 2013

Council Member Palmer moved to approve the minutes as presented. Council Member Petersen seconded the motion. The Council voted in the affirmative and the minutes were approved.

VII. *City Manager Report – Randy Fitts*
Manager Fitts had nothing to report.

VIII. *Council Reports*

Council Member Palmer noted that if the City has a community wildfire plan we would be able to apply for grants and it would pay for chippers to go around the city.

IX. *Other Business*

X. *Adjourn City Council Meeting and Convene to an RDA Meeting*

Council Member Pace moved to adjourn council meeting and reconvene as an RDA Board. Council Member Petersen seconded the motion. The Council voted in the affirmative and the Council meeting adjourned at 7:01 pm.

WORK MEETING – March 21, 2013

ATTENDANCE

Mayor Dennis Webb
Lynn Pace
Patricia Pignanelli
J. James Palmer
Sabrina Petersen
Steven Gunn

City Staff

Randy Fitts, City Manager
Stephanie Carlson, City Recorder
Craig Hall, City Attorney
Clarence Kemp, City Engineer
Paul Allred, Community Development Dir.

Mayor Webb conducted the work session and convened the Council at 7:45 pm.

a. Update and Discussion on City Hall Park & Casto Home

Grading work is still being done. Manager Fitts talked to the Council about benches for the common area; the Council feels they look too commercial and cheap. They asked him to keep working.

We are also working on getting bids for the rock work on the Casto Home.

b. Update on Fire Station

Construction work is continuing and they are making great progress. The brick is going up and looks good.

c. Update on Highland Dr

Mayor Webb reported that the committee has finished their review and are working on a vision statement. There are still concerns from one committee member and he is working with them on final changes.

The next step is having the committee make a presentation to the Planning Commission on April 9 and there will be a public hearing on the RO Zone.

d. Update on Traffic Calming

Council Member Palmer requested an update on traffic counts. The Council reviewed the memo from Jon Teerlink on data gathering. Staff has divided the city into north and south sections at approximately 5000 s. 13 -15 locations in each section of the city have been designated as permanent data recoding sites and will be scheduled to collect data in a 24 or 36 hour period twice a year. The city has three machines it is using to track speed and traffic counts.

e. Discussion on Revisions Regulating Outdoor Burning

Council Member Palmer stated that the City does have information on burning tree limbs, etc., which the Council reviewed. He would like to keep the eight foot fire ring, add some safety requirements and look at distances from property lines, buildings, etc.

f. Calendar

Ms. Carlson reviewed the Calendar for April. Council Member Pignanelli will be attending the COG meeting in April. She told the Council about the shortened Declaration of Candidacy period for the upcoming election. The Council also went over dates when they would be out of town. The Scholarship dinner will be on June 4.

g. New & Other Business

Council Member Pace went over some issues he feels the Council should start looking at for upcoming meetings. The Council would like to have a discussion on: Justice Courts, master plan for 3900 S and General Plan revisions. We also need to have a discussion on annexation.

Council Member Pignanelli would like to have a discussion on bus benches.

Council Member Petersen asked about the status on the landscaping ordinance and would like to get it in place sooner than later. She also mentioned the need to look at construction site signs and enforcement.

Mayor Webb asked about the Kentucky Ave realignment and what is the process. Manager Fitts stated the For Sale sign is going up. The realignment is contingent upon selling the property in order to have the money to do the construction. He talked about working with Rotary on service opportunities or city projects to help with.

XI. Closed Session pursuant to Utah Code Section 52-4-204 & 205 to Discuss Personnel Issues, Potential Litigation and Property Acquisition and Disposition – (If needed)

XII. Adjourn Work Meeting

There being no further business, Council Member Pignanelli moved to adjourn with Council Member Petersen seconding the motion. The Council voted in the affirmative and the meeting adjourned at 8:41 pm.

I hereby certify that the foregoing represents a true, accurate and complete record of the Holladay City Council meeting held Thursday, March 21, 2013.

Stephanie N. Carlson, MMC
Holladay City Recorder

Dennis R. Webb, Mayor

Minutes approved: 4-18-13