

**MINUTES OF THE CITY OF HOLLADAY
CITY COUNCIL MEETING**

**Thursday, June 6, 2024
6:00 p.m.
City Council Chambers
4580 South 2300 East
Holladay, Utah**

Briefing Session 5:30 pm

ATTENDANCE:

Mayor Rob Dahle
Paul Fotheringham
Drew Quinn
Emily Gray
Matt Durham
Ty Brewer

City Staff:
Gina Chamness, City Manager
Stephanie Carlson, City Recorder
Todd Godfrey Attorney
Jonathan Teerlink, Community Develop Dir
Carrie Marsh, City Planner

Mayor Rob Dahle began the Briefing Session at approximately 5:30 p.m. The Spring Lane review was originally scheduled to be discussed at this meeting, but it was determined that it will be discussed in more detail at a future meeting. The numbers that have come in for Spring Lane have been quite high, which impacts the City Hall and Spring Lane conversations.

The Council reviewed the agenda. The public hearing on the Proposed FY 2024-25 budget hearing should remain open in case there are any adjustments made before next week. Ms. Chamness felt that made the most sense since there is a Unified Police Department (“UPD”) piece that is still dynamic.

Mayor Dahle reviewed the Calendar Items, which include meetings on June 13 and July 11, 2024.

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I. Welcome – Mayor Dahle.

Mayor Dahle called the City Council Meeting to order at approximately 6:00 p.m.

II. Pledge of Allegiance.

Mayor Dahle led the Pledge of Allegiance.

III. Public Comments.

Ahead of the public comment period, Mayor Dahle reported that the Chair of the Tree Committee, Travis Jones, will be leaving the Committee. Mr. Jones has helped grow the Committee and has done a lot of excellent work on behalf of the City. However, he will be moving to Oregon for an opportunity. On behalf of the City Council, Mayor Dahle expressed appreciation for Mr. Jones.

Trudy Jorgensen-Price shared updates about the library. She shared handouts with the Council and stated that they relate to Summer Reading. The Summer Reading program does not just involve reading, but it is possible to read, create, learn, play, and connect. For each of the activities done, participants mark off one of the icons at the bottom. Once all of them are colored in, the sheet can be brought back to the library where a free book is received. Participants will also be entered into the prize drawings and will receive coupons to save money on fun activities. It runs until July 31, 2024.

Ms. Jorgensen-Price highlighted some of the story time events. Small animals will come to the library on June 11, 2024, there will be a fire truck on June 18, 2024, and there is a puppet show scheduled for June 25, 2024. Additionally, there will be some storytime events at the gazebo in July 2024.

Luke Montoya. His daughter, *Amanda Mendenhall*, lives at 1866 *Beaumont Circle* and asked him to speak on her behalf about the proposed ADU Ordinance changes. Mr. Montoya explained that his grandson has some severe health issues after contracting COVID-19 and is unable to live on his own. The ADU Ordinance changes will impact what his daughter can do in terms of accommodating him. The main issue is that the 10-foot setback does not seem to provide flexibility for smaller properties. In this case, the lot is a little over a quarter acre and the intention is to build a small ADU. He hoped

there will be some flexibility provided to City Officials when it comes to making decisions about ADU applications.

Mr. Montoya reiterated his request that there be some flexibility on the 10-foot setback and that smaller lots be considered. He pointed out that if there is a rigid 10-foot setback, his family will likely need to remove a valuable shade tree from the backyard, which will change the nature of the lot. Mr. Montoya suggested an exception for properties that do not abut other residential properties.

IV. *Public Hearing on Proposed Rezone at 1932 East 5600 South from R-1-10 to R-2-10 (Amendment to the Zoning Map from the Current Residential Single-Family Zone (R-1-10) to the Residential Two-Family Zone (R-2-10) for approximately 0.44 Acres of Property).*

Carrie Marsh, City Planner explained that this is a requested rezone from the R-1-10 Zone to the R-2-10 Zone located at 1932 East 5600 South. It is a larger property that is 0.44 acres and is 835 square feet away from being able to subdivide into two parcels. The property is on a wide arterial road that is 66 feet wide, is exterior to a neighborhood, and the properties around the proposed rezone are all zoned as either R-2 or R-M. Overall, this would enable a total net gain of two dwelling units in addition to the existing unit. If three units were on the property, it would result in approximately 6,389 square feet of land per unit for single-family detached units within R-2-10.

Council Member Fotheringham asked about the public comments received at the Planning Commission level. Ms. Marsh reported that there were multiple comments received. Most of the comments were from neighbors who were concerned about the condition of the property. The issues are not something that impacts the rezone.

Matthew Lewis, applicant. He explained that this home belonged to his parents. When his father purchased the property, there was an outbuilding on the property that was turned into a music studio. Mr. Lewis explained that his sister had discussed potentially using it for a business again, but that request was denied. Since that building is essentially unusable without the grandfathered use, the desire is to improve the property in whatever way makes the most sense.

Mayor Dahle opened the public hearing at 6:18 pm.

Aiden Bradney - 1922 E 5600 S. Mr. Bradney explained that he lives next door to the property and is against the rezone request. One of his issues with the rezone is the mountain view that will be impacted. Additionally, the rezone will change the population density and he is concerned about the infrastructure in the neighborhood. There is uncertainty about whether the infrastructure can withstand more use. He also noted that the increased use could also result in additional parking issues.

Shawn O'Brien - owns the property to the west of the subject property. He wanted to understand the maximum density allowed with the rezone. As for the maximum heights, this would remain at 32 feet. Mr. O'Brien pointed out that the Holladay Cottages are 42 feet and asked what happened with that. Council Member Fotheringham clarified that those were in a different zone. Mayor Dahle explained that the applicant has applied for a rezone to the R-2-10 Zone and it has a height restriction of 32 feet, so it cannot exceed that.

Mr. O'Brien understood the desire to improve the property but was not supportive of the rezone request. The rezone will impact the existing views and will change the atmosphere of the neighborhood. He believes the rezone will greatly impact the residents who live in the area.

There were no further comments. Mayor Dahle closed the public hearing.

V. *Public Hearing on Proposed Budget Amendments for the Fiscal Year 2023-2024.*

Ms. Chamness reported that a few changes are proposed to the budget for Fiscal Year 2023-2024. In the General Fund, the City is recognizing some donations for the lighting in the skate park. On the expense side, that money is contributed to the Grant Account. In the Grant Account, that \$28,525 of donations is being combined with some grant revenue that was received from Salt Lake County. There is also \$72,185 shown from the Salt Lake County Health Department, which is the opioid settlement money. There is the proposed use of \$30,000 of Fund Balance listed for several expenses. Ms. Chamness explained that the increases include the cost of utilities and the cost of insurance.

The City has incurred additional Building Inspection contract costs. Benefits in salaries and wages shown and an increased amount to the Building Inspection contract. In terms of the Capital Projects Fund, there is a change in how a crosswalk project was funded. It shows \$302,225 coming into the City and \$252,815 in expenses. Ms. Chamness explained that the revenues and expenses match, but there was approximately \$50,000 worth of expenses included in the budget for the prior fiscal year. The Grants Fund shows the skate park lighting items.

Mayor Dahle opened the public hearing at 6:38 pm. There were no comments. The public hearing was closed.

VI. *Public Hearing on Proposed Fiscal Year 2024-2025 Budgets.*

Ms. Chamness reported that the Fiscal Year 2024-2025 budget includes a number of different funds, including the General Fund, Storm Water, Grants, Arts, Debt Service, and Capital Products Fund.

Mayor Dahle opened the public hearing. There were no comments. The hearing remained open.

VII. *Public Hearing on Proposed Changes to City's Compensation Schedule.*

Mayor Dahle opened the public hearing. There were no comments. The public hearing was closed.

VIII. *Public Hearing on Executive Municipal Officers Compensation Increase.*

Mayor Dahle opened the public hearing. There were no comments. The public hearing was closed.

IX. *Consideration of Resolution 2024-20 - Authorizing Designated Individuals as Signatories on Various Financial Accounts.*

Council Member Brewer moved to APPROVE Resolution 2024-20 – Authorizing Designated Individuals as Signatories on Various Financial Accounts. Council Member Fotheringham seconded the motion. Vote on Motion: Council Member Brewer-Aye; Council Member Durham-Aye; Council Member Fotheringham-Aye; Council Member Quinn-Aye; Council Member Gray-Aye; Mayor Dahle-Aye. Resolution 2024-20 was approved by a unanimous vote.

X. City Manager Report – Gina Chamness.

a. Financial Report.

Ms. Chamness shared the Financial Report with the City Council. She explained that the Financial Report through the end of May shows the City in good shape in terms of both revenues and expenses. Property tax is the largest single source of revenue and it is collected once a year. After the final settlement with the County, the City is slightly below the level that was budgeted for. She reported that there was approximately \$100,000 less in property taxes than was anticipated in the budget.

In terms of sales tax, the number shown was the actuals through May 30, 2024. It reflects seven months of actuals and the City is tracking approximately \$100,000 less than budget. As for Franchise Taxes, the City is at 100% of the budget. It is anticipated that the City will exceed the budget by another \$150,000. For other taxes through May, the City is at nearly 100%. Ms. Chamness reviewed other sources of revenue, such as Business Licenses, Building Permits, and Other Licenses and Permits that are tracking fairly consistently with what was budgeted.

Ms. Chamness next discussed the expense side. Departments overall are tracking very well against the budget, with a few exceptions. Discussions were had about the interest rates. Mayor Dahle wanted to take a closer look at the interest amounts in the future.

Council Member Brewer asked for additional information about the Other Taxes revenue line item. Ms. Chamness believed most of that has to do with delinquent property taxes and other categories of property taxes. The goal is to keep that property tax line item consistent with the Certified Tax Rate.

Ms. Chamness shared additional updates with the Council. She reported that the Fourth of July celebration will occur soon. As a result of the fireworks, the playground will need to be closed earlier than it has been in past years. The plan is to keep it open through breakfast and then close the playground at noon since it is part of the restricted area for fireworks. The fireworks placement starts at approximately noon on the Fourth of July. She explained that signs will be posted and there will be a lot of information shared.

The City is in the process of applying for some funding as part of the remodel of the Big Cottonwood Room. If the Council is supportive, the intention is to apply for \$50,000 to engage a theater consultant to assist with the redesign of that space. There is a desire to make that space more functional for theater and other exhibit experiences. Ms. Chamness explained that the plan is to engage with the theater consultant this year, integrate that plan into the building remodel, and apply for funding next year as part of the overall building remodel project. There was support for that approach.

Ms. Chamness shared information about potential funding for the City Hall remodel project. The City was notified by the office of Representative John Curtis that he will be supporting a \$2 million earmark for seismic reinforcement for the building. That is between 20% and 25% of the overall cost. Discussions were had about the earmarked funding for the building seismic work. Ms. Chamness stated that theoretically, the Congressional budget should be adopted by October 1, but that is not something that has happened for many years. As a result, there might be a delay in the project. She expressed appreciation for Representative Curtis and thanked him for all of his support.

Ms. Chamness reported that both the City Hall project and the Spring Lane project are more expensive than expected. It was previously anticipated that she would come to the City Council with proposed

project-related items to be included in the budget that will be adopted next week. Due to current circumstances, the recommendation is to stick with what is included in the Tentative Budget. She reminded Council Members that this is \$350,000 for continued design work on the City Hall building.

XI. Council Reports and District Issues.

Council Member Gray thanked Jonathan Teerlink and Jared Bunch for their work assisting the property where the detonation occurred. There has been communication with residents and efforts have been made to clean the property. She noted that there is a lot of repaving work happening in her district. While this is inconvenient in the short term, it is an appreciated long-term improvement.

Council Member Quinn thanked Joe Bolton for his work. She was contacted by a resident who lives on 2700 East about the sidewalk project. That constituent was in Phase 2 and had not been contacted directly yet, because the property will not be involved until next year. However, the constituent had just relandscaped his yard and was dismayed that a portion of that would be destroyed. Mr. Bolton worked with the constituent and explained what was going to happen and when. The constituent was grateful for the assistance from the City. Council Member Quinn praised City Staff for their work.

Council Member Quinn reported that there is a home in her district that has been problematic for several years. She explained that the property owners use their front yard as a parking lot. The Code Enforcement Officer has been there several times to speak to the owners, but the officer pointed out that the City does not have an ordinance that prohibits parking in the front yard. Council Member Quinn contacted Mr. Teerlink and he made some suggestions about possible codification. For example, the City can create a landscape definition that would limit the amount of the front yard that can be used for parking vehicles. This is an issue she wants to see the City Council pursue.

Council Member Fotheringham reported that the Children’s Theater performance will take place at 11:30 a.m. tomorrow in the City Hall building.

Council Member Durham shared comments about Mr. Jones and the Tree Committee. Mr. Jones was one of the founding members of the Tree Committee and has been the Chair for the last several years. Mr. Jones has excellent ideas, helps with planning and implementation, does physical work, and has been a wonderful example of leadership. His participation and commitment will be missed.

Council Member Brewer discussed light initiatives. Mr. Bunch has worked with local residents to ensure that the City is a good neighbor and to address some of the concerns that have been expressed.

XII. Recess City Council Meeting and Convene in an RDA Meeting.

Council Member Fotheringham moved to RECESS the City Council Meeting and RECONVENE in an RDA Meeting. Council Member Durham seconded the motion. The motion passed with the unanimous consent of the Council.

XIII. Reconvene City Council in a Work Meeting:

Mayor Dahle reconvened the Council in a work meeting.

a. Discussion on Previous Public Hearings:

- **Budget Amendments 2023-2024.**

Mayor Dahle asked to review the interest numbers. He wondered why the same numbers will not be budgeted for next year as well. Ms. Chamness explained that if the intention of the Council is to lower the property tax amount by the interest amount, she would caution the Council against that approach. She clarified that it is not possible for the City to plan on that interest number remaining where it has been. Mayor Dahle clarified that he wants the budget numbers to be as accurate as possible. Ms. Chamness offered to share numbers with the Council next week for further review. Mayor Dahle noted that it is possible to be conservative while still using more realistic numbers there.

- ***Rezone on 5600 South.***

Mayor Dahle referenced the comments shared during the public hearing and reminded Council Members that the rezone request is from R-1-10 to R-2-10. Discussions were had about driveway access. It was noted that there is R-2-10 all around the applicant lot. Council Member Gray noted that some residents were concerned about height increases, but it was stated that the height will not be increased. Ms. Marsh confirmed that the height is the same in R-1-10 and R-2-10. The only change would be the lot coverage, as there is a slightly higher allowance in the R-2-10 Zone.

Council Member Gray believed the reason the property owner wants to do this is because the property is too small to subdivide. She wondered whether the new ADU Ordinance would allow the property owner to do what was desired. Ms. Marsh stated that if the minimum lot size for an external accessory dwelling unit (“E-ADU”) was reduced, it would be possible for the applicant to have one on the property.

Council Member Fotheringham believed there would be less density with an E-ADU than with a rezone because there could be a total of three dwelling units on the property. Ms. Marsh reported that an E-ADU would be limited to the accessory building height. The primary structure could be as high as 35 feet. Council Member Durham referenced the comments made about infrastructure. Ms. Marsh explained that all infrastructure is reviewed during the Building Permit application or subdivision process. There will need to be will-serve letters from utility providers stating that there is service for any additional units that are being added.

Council Member Brewer referenced two non-conforming lots to the west. Ms. Marsh shared details about the surrounding properties. The subject property is simple to split into two lots due to the road down the side. Council Member Gray asked for additional information about an ADU on the subject property. Ms. Marsh reported that it is possible to have an ADU in an R-2 Zone with a single-family detached structure.

- b. Discussion on Proposed Historic Preservation Ordinance.***

Mayor Dahle reported that there isn’t necessarily a desire to codify the inclusion of the Historical Commission, there is a desire to include members of the Historical Commission in the decision-making process when appropriate. It was suggested that the ordinance be shared with the Historical Commissioners to receive feedback. Mayor Dahle noted that the Council is willing to listen to the input of the Historical Commission about what has been drafted. After feedback is received, the item can be brought back to a Work Session for additional discussion

Council Member Brewer asked about the 30-day stay and whether it would be the maximum. He does not want to burden those with the designation more than is necessary.

c. Discussion on Proposed Amendments to the ADU Ordinance.

Ms. Marsh shared a summary of the changes that were previously made to the ADU Ordinance. An ADU of any type can only be established on a parcel with a single-family detached structure. Ms. Marsh reported that another change is the expanded and clarified owner-occupied section. Additionally, parking requirements are tied to parking standards per the number of bedrooms added outside of the existing footprint of the home. There is no special consideration for corner lots or double-fronting lots. There also must be compliance with lot coverage maximums. She reiterated that those items came out of previous City Council discussions on the ADU Ordinance language and have been added to the draft document.

Council Member Gray referenced the letter that was received previously. At that time, the resident stated that their property abuts a canal. She believes that would be considered a non-residential use. Ms. Marsh clarified that the canal is still in a residential zone, but it is not necessarily a residential use. The Council talked about having some sort of exception language for certain situations.

Council Member Fotheringham asked if the City is establishing hard and fast rules for everyone or if the City is establishing the minimum standards required for Staff approval. In the case of a canal property, there is no imposition on the neighbors, so an exception might make sense. Ms. Marsh stated that it is better to have standards in place to avoid the Planning Commission reviewing a lot of Conditional Use applications. Council Member Gray understands that regulation can be difficult, but if someone is overlooking a canal or even a shed, she would be more open to a reduced setback. Ms. Chamness asked if there is a different setback requirement around water. Mr. Teerlink confirmed that canals are protected within a distance of 20 feet, so that measurement would need to be taken. Council Member Brewer wants to make sure there is a way to address some of the more unique cases.

Discussions were had about ADU heights. Ms. Marsh noted that the other changes proposed include: a 25-foot ADU height, the removal of ground level only living space unless the structure is within the setbacks for a primary structure, removal of the new graduated height standard of 6 feet and reference to existing graduated height standards, and removal of restrictions around windows on a second level. Some text was added that allows for the conversion of existing accessory buildings to ADUs. There were additional discussions about setbacks and height restrictions. It was noted that the added height at 10 feet makes sense. Council Member Gray believed the suggestion was that if it is closer than the proposed 10 feet, then some of the height allowance is lost.

Council Member Gray asked staff what they thought about the idea of shortening the setbacks and allowing for more mitigation. Mr. Teerlink likes the options that have been suggested but noted that there might still be enforcement issues. Ms. Marsh shared an example scenario where even though there are facilities, there cannot be a habitable unit because the setbacks requirements are not met. The Council discussed graduated height and appropriate language to ensure there is compliance.

Council Member Gray wanted to know whether adjacent use should be specified. City Attorney, Todd Godfrey believes it should be considered. Mr. Godfrey clarified that he does not know exactly what that would look like. Sometimes, to receive the exception, there would need to be approval from the Planning Commission. Mr. Godfrey explained that it is possible to have standards in place. For example, having a standard of a 10-foot setback. However, there can be variations in certain circumstances. The City can allow the applicant to take mitigation measures to further justify the exception. Over time, an interpretive framework for application will be developed. Mr. Teerlink

agrees with this approach and stressed the importance of standards. Council Member Fotheringham pointed out that the goal is to protect neighbors. There is no intention to allow an ADU to be overly imposing on the surrounding residents.

Council Member Brewer asked about the owner-occupied language. Ms. Marsh explained that the extra language was included for additional clarity. Council Member Brewer asked if this is standard with ADUs. Mr. Godfrey reported that when House Bill (“H.B.”) 82 passed during the 2021 Legislative Session, it was for Internal Accessory Dwelling Units (“I-ADU”). The owner-occupied requirement was put into that bill as part of the negotiations. That has been picked up in a lot of ADU Ordinance language since. He does not know how prevalent it was in ordinances before that session.

Ms. Marsh asked for additional feedback from the Council on the proposed changes. Council Member Fotheringham asked for further clarity about the setback standards. It seemed there was a desire to have the setback at 10 feet and then have a menu of exceptions to have the setback closer. Ms. Marsh referenced new language for converting existing accessory buildings into dwelling spaces.

Mayor Dahle wanted to know what the next steps are. Staff will work through the changes discussed tonight. Mr. Godfrey will be included in this process because the amendments might be substantial.

d. *Continued Discussion on 2024-25 Tentative Budgets.*
• *Arts Council - Megan.*

Arts and Culture Manager, Megan Attermann, shared information about the Arts Council. She explained that the Arts Council has a mission to inspire, engage, and unify the community through art. That is seen throughout the various programs that are offered to residents in Holladay.

Ms. Attermann reported that there were 15,600 attendees at the Summer Concerts, 3,500 attendees at the Blue Moon Festival, and 87 artists were featured between Chalk Our Walk and Holladay Plein Air. She noted that Chalk Our Walk will be taking a brief hiatus this year with the hope that it will return next year. There were 225 attendees at the Plein Air + Plaza Fest Quick Draw and Opening Reception at Relics Gallery. Additionally, the Wreath Making Class and Holiday Concert in December were at capacity. The Tiny Art Show featured 146 artists and 402 pieces in total. Between the Tiny Art Show and Fine Art Show, there were 1,737 attendees and there was capacity reached with 228 artists featured. She noted that there was a partnership with the Mount Olympus Senior Center for the Finding, Shaping, and Sharing Our Stories Workshop, which is part of the Creative Aging program. Ms. Attermann informed the Council that the program is currently in its third year.

The Holladay Reflections in Dance program featured 138 student dancers and there were 650 attendees. The Kathy Murphy Historic Holladay Exhibit drew in 115 people to the Opening Reception and the Page to Stage Children’s Theater reached capacity in a single hour. She reported that it was a significant year for the Public Art Program. There were two utility box wraps installed in collaboration with Cottonwood Elementary and Howard R. Driggs Elementary. “Gathering” was installed in the Village Plaza by nationally renowned artist, Susan Zoccola. In addition, Holladay residents were featured as part of the Artist of the Month program with an exhibit in the City Hall lobby and an article in the Holladay City Journal.

Ms. Attermann reviewed the Arts Council funding request. She explained that the Council is requesting a \$5,535 increase to the Summer Concert Series funding. There will also be increased

support for the Public Art Program. Both the Arts Council and City Council have approved a spend down of the Arts Fund Balance for a Public Art Consultant and the addition of more public art. Ms. Attermann explained that the consultant would locate opportunities for additional public art. There is a Public Art Plan and it is anticipated that the consultant would make that plan more robust. Council Member Brewer asked about potential grant opportunities for public art projects. Ms. Attermann confirmed that there are always opportunities that can be explored. The consultant could also assist in finding some opportunities that might be suitable for the City to pursue in the future.

- ***Historical Commission – Megan.***

Ms. Attermann shared information about the Historical Commission and noted that the Commission has seen a lot of growth over the last year. There are several growing programs within the Commission, including the Speaker Series, which has risen in popularity. She reported that 322 people attended the three Speaker Series lectures this year alone. As for History Night, it included displays of historic Holladay artifacts. Ms. Attermann noted that there have been 2,790 views of the Historic Holladay website so far, with 89% of those views coming from QR code scans.

Another project is the Holladay Historic Walk kiosks and displays. Ms. Attermann reported that the project is funded by a grant and a consultant has been hired to handle research, design, and installation. The design phase is currently underway and there is a Steering Committee in place.

The Historical Commission has requested \$9,500 from the City for funding. This is a \$4,500 increase from last year to support additional events, such as the 25th Anniversary, Commission Strategic Planning Retreat, and archival storage for artifacts.

- ***Tree Committee – Travis***

Chair of the Tree Committee, Travis Jones, reported that he will be leaving the Committee and the new Chair will be Bob Stevens. Mr. Jones shared information about what is being done by the Tree Committee. New bylaws were recently adopted and the vision and purpose have been refined.

Being on the Tree City USA list means that Arbor Day must be recognized and celebrated. The Tree Committee reaches out to find appropriate places for plantings, such as elementary schools. The Arbor Day celebration this year was a success. Mr. Jones stressed the importance of education. The Tree Committee shares a lot of literature at events and has focused on educating members of the public whenever possible. He noted that the Tree Talk events at the library have been successful and the hope is to continue to run those.

There have been discussions about having an arborist in the City that can guide efforts in the future. It is important for the Tree Committee to host a service project each year. He explained that it is vital to be stewards for what is valued in the community and it is clear that trees are highly valued. There is a Tree Giveaway program and there has been a lot of support for that over the years and there is an ongoing voucher program. That program is being fine-tuned and there are discussions about potentially expanding that in the future. He noted that it is a \$100 voucher and there is a partnership with Millcreek Gardens and Progressive Plants.

The budget request for the Tree Committee was shared. Mr. Jones reported that the total request is \$35,500 and there are several reasons for that request. For example, the Arbor Day event amount is

\$2,250, which will cover multiple trees, supplies, logistics for the event, and education efforts. As for the voucher program, the intention is to have 50 vouchers available, which means \$5,000 is needed. Funds are also being requested for literature and educational materials (\$500) as well as Tree Committee apparel for Committee Members to wear at all of the events. The largest item is the Tree Giveaway program, which has a \$25,000 cost. \$20,000 is being requested from the Council. Mr. Jones explained that other funds are raised through private donations and business donations. The amount listed will ensure the Tree Committee can obtain between 150 and 200 trees for the event.

Council Member Fotheringham asked about the cycle for the Tree Giveaway program. Mr. Jones explained that it is normally done every other year. Mr. Jones reported that the last giveaway included approximately 500 trees. The Tree Giveaway is a signature event for the Tree Committee and in the community.

Mr. Jones expressed appreciation for the kind words that were shared during the City Council Meeting. He loves this community and it has been wonderful to participate.

- ***City Attorney.***

A few changes to the City Attorney line item this year include an increase based on the expected hourly fee increases. There is also an increase of \$25,000 for the first of a two or three-year comprehensive code review and update.

Mr. Godfrey reported that the Land Use Code is more complex than most, but it is not in an unusual condition for a City that was incorporated almost 25 years ago. There are concepts in there that have been used and applied positively, but some clarification in the language would be beneficial. The processes also need some clarification. The City is now at the age where this kind of work should start to occur.

- ***Grants Fund – Holly.***

Assistant City Manager, Holly Smith, shared a presentation about the grant process in Holladay. It has been approximately one year since the program was last discussed. It is always exciting to bring Federal, State, and local dollars into the community because this frees up funding for non-grant eligible projects in the community.

Ms. Smith explained that the grant process includes the City Council, Management Team, Grants Program Manager, and other key members of Department Staff. Over the last 13 years, Holladay has secured approximately \$46.5 million in grant funds. Ms. Smith reported that grants are discussed regularly by Staff to ensure that all viable opportunities are considered. She noted that Staff is looking into some grant management software that might simplify things in the future. It was noted that there are a lot of members on the team who can handle the necessary grant writing.

Some recently completed projects were shared. Ms. Smith reported these projects include the Village Plaza public art, 4500 South at Highland Drive acquisition, skate park lighting, Murray Holladay Road pedestrian crossing, and the I-215 AT PATH study. She explained that whenever there is a study conducted to flesh out details, the City is better positioned during the grant application process.

In the upcoming budget, there are several projects listed that have grant funding. This includes the Historical Exhibit Experience, 2700 East Sidewalk Fill-In Phase I, 5600 South Bridge Replacement,

Highland Drive Bridge Replacement, City Park Trellis Refurbishment, Public Health Program, and General Plan Update. Discussions were had about the kind of grants that are pursued. Ms. Smith reiterated that the City does not tend to apply for low amounts, because a lot of time and effort goes into each application.

Ms. Smith reported that there are other grant-funded projects that are not in the budget but could move forward. This includes the Highland Drive Reconstruction and Complete Streets Project, Wasatch Boulevard Enhanced Bike Lane and Shared Use Path, 2700 East Sidewalk Fill In Phase II, 4500 South at Highland Drive Intersection Improvement, and Signal Optimization Enhancements. Ms. Smith explained that all of the signalized intersections in the City were studied and those that need to be upgraded were identified. The idea is to time the signals so the traffic flows more smoothly.

There are some pending grant applications that the City is waiting to hear back on. Ms. Smith reported that the pending applications include the 2700 East Sidewalk Fill In Phase III, 4500 South Sidewalk Fill In, City Hall Campus Outdoor Cameras, and the City Hall Seismic Retrofit. All of the items on the list are looking good, but final decisions have not been made.

Ms. Smith explained that there are three priority projects for the City, which include the Seismic Upgrade and Renovation of City Hall, Park Adaptive Reuse of the Spring Lane Property, and the Highland Drive Reconstruction and Complete Street. All three of the projects are costly, so the intention is to put together some potential funding options and then bring those back to the Council.

Mayor Dahle noted that the overall knowledge about grants and the willingness to find grant sources has increased over the last several years. The amount that the City has been able to receive over the years is impressive. He praised Ms. Smith for her efforts, as the grants have resulted in many benefits to the City. A lot of work is being done to ensure that Holladay remains a wonderful place for everyone to live.

- ***Debt Service.***

Ms. Chamness reported that the City is spending just over \$2 million servicing debt. There was a refinancing done in 2020 for City Hall and the Fire Station. There is also a 2022 bond divided into two parts between Storm Water and General Fund Roads and Facilities. The timing is slightly different on each part of that. Storm Water is servicing approximately \$700,000 of that \$2 million debt and the remainder is coming from the General Fund through the Capital Fund.

Discussions were had about bonding. Council Member Fotheringham believes the Council has made wise decisions, but in the future, he believes the bonding efforts should be focused on longer-term assets versus streets and stormwater. He explained that the latter items have regular annual maintenance components. Those kinds of items should ideally be covered by the annual budget as opposed to waiting and then bonding to address the needs. While the City needed to take that approach in the past, he suggested that moving forward, the streets and stormwater not be bonded for. Council Member Fotheringham stressed the importance of the annual budget keeping up with maintenance.

- ***UPD – Chief Hoyal.***

Mayor Dahle explained that this has been a difficult year for UPD due to the forced separation from the Sheriff. A lot of contractual entanglements needed to be worked through and some difficult

budget decisions were made. He thanked UPD Chief Justin Hoyal for his leadership and efforts. The hope is that moving forward there will be stability and the focus can be on the actual UPD work.

Chief Hoyal shared the Tentative Budget Presentation Fiscal Year 2024-2025 presentation materials with the Council. He reported that the UPD Board approved the Tentative Budget on May 16, 2024. Initially, the UPD Board provided direction for a 7% PBIM. With the Sheriff's Office separation, UPD will have decreased by approximately 18% of the total members. The budget includes an overall UPD-wide increase of 5.58%. He explained that this includes a 3% cost of living adjustment for all UPD members, a 1% increase to the Utah Retirement System for all sworn members, a 1% decrease to URS for all civilian members, and a 9.7% increase to health insurance. The benefits and wages for members changed from averages to the actual costs. Chief Hoyal explained that the shared services formula for the organization will remain at 70/20/10.

The UPD Draft Organizational Chart was shared. Chief Hoyal pointed out the Holladay/Brighton combination. The restructured UPD numbers are 270 sworn members, 68 civilian members, and 7 part-time members. Due to some additional cuts that Salt Lake Valley Law Enforcement Service Area made, the number listed is 264 for sworn members. The maximum decrease that would be seen is 63.5 sworn members and a minimum decrease of 57.5 sworn members.

Information about Holladay Precinct Staffing was shared. Two cuts were made to the precinct, which includes a Fraud Detective and a Domestic Violence Detective. Those positions will be moved to a shared services unit. Beginning on July 1, 2024, the Town of Brighton will be part of the Holladay Precinct with some shared allocations. There will be 29.02 sworn members and 1.6 civilian members. He noted that the Town of Brighton total will be 7.15 sworn members and 0.4 civilian members. Chief Hoyal reviewed some of the different positions that are part of the Holladay/Brighton services.

With shared services, UPD is moving outside of the Sheriff's Office building, and all of those resources will be pushed out to the different precincts. In Holladay, there will be two units consisting of the Fraud/Domestic Violence Unit and the Internal Affairs Unit. There is a team looking for a new headquarters to house all of these individuals, but moving them into the different precincts right now is the best option.

Chief Hoyal shared information about shared services. He explained that every precinct pays a percentage of the shared services and there are many shared services utilized within UPD. The formula is a 70/20/10 split, which means that 70% of that cost is based on the cases that are generated in the individual precinct. 20% is based on the population size and 10% is based on the taxable value. Based on those numbers, the Holladay percentage of the shared services formula is 11.64%.

The Overall Tentative Budget was shared. Chief Hoyal reported that the total UPD Budget for Fiscal Year 2024-2024 is \$63.96 million. The overall increase is \$3.79 million this year with Holladay increase overall being 10.43% for this year. The total precinct cost for Holladay this year is \$5,143,280, which is slightly less than the previous year. The total UPD cost for Holladay is \$7,911,568, which accounts for that 10.43% increase.

- ***Budget Issues/Changes – Gina.***

Ms. Chamness explained that there are a few changes she wants to highlight and receive Council direction on before the Final Budget adoption takes place. Regarding property tax, it looks like new

growth will come in higher than she estimated. It might range from \$70,000 to \$200,000. She wanted some direction from the Council about how to reflect that in the budget if new growth is higher than anticipated. The City can stick with a budget that includes property tax at the same Tentative Budget number, which would mean the overall increase to the Certified Tax Rate could potentially be lower. Alternatively, the 15% increase could remain consistent and the new growth could be reflected. Based on Council feedback, there is a desire to remain at 15%.

In the Arts Fund, there was a previous mention of the Arts Fund Balance use for a Public Art Consultant and additional public art. Council Members were supportive of using the funds as described.

In the Capital Projects Fund, there are a few suggestions included. Ms. Chamness noted that the Mayor had asked for a line item for City Hall improvements. Approximately \$150,000 was spent this year. She does not have details to support the proposed amount of \$407,000 and recommended reducing that to \$150,000.

As for the accessibility surfaces, there was a discussion about the possibility of doing the surfaces at Knudsen Park and City Park at the same time. If both are done at the same time, she recommended that the amount be increased to \$75,000. There was Council Member support for that increase.

Council Member Brewer asked about the RDA funds and what those can be used for. Ms. Chamness clarified that 20% is dedicated to affordable housing. There is a debt that is due first before much of that money can be spent. As a result, not much of the increment has been spent, as the loan needs to be paid.

Additional discussions were had about the bus shelters. Mayor Dahle suggested looking into whether there is funding or matching funding for this purpose. The Council is not comfortable with the high cost of the bus shelters. Mayor Dahle explained that the initial idea was to place a bus shelter as a test to see if it was useful, but he does not want to spend that kind of money if there is no confidence it will be helpful.

Council Member Fotheringham asked about the test case of the xeriscaping on the small islands. He wondered whether that was a successful project that could be expanded. Discussions were had about the xeriscaping that has been done and the necessary maintenance that it requires. Mayor Dahle believes the bigger question, rather than appearances, is whether the xeriscaping has resulted in less water use on those islands. Given everything else that there is to be done in the City currently, she does not know that there is a desire to take on another xeriscaping project right now. However, it is something that could be looked at again next year, if desired by the Council.

e. *Calendar.*

Council Meetings – June 13, and July 11.

The calendar items were reviewed during the Briefing Session.

XIV. *Closed Session Pursuant to Utah Code Section 52-4-204 and 205 to Discuss the Physical or Mental Health or Professional Competence of an Individual, Potential Litigation, Property Acquisition and Disposition.*

There was no Closed Session.

XV. Adjourn.

Council Member Fotheringham moved to ADJOURN. Council Member Brewer seconded the motion. The motion passed with the unanimous consent of the Council.

The City Council Meeting adjourned at approximately 9:48 p.m.

I hereby certify that the foregoing represents a true, accurate, and complete record of the Holladay City Council Meeting held Thursday, June 6, 2024.

Stephanie N. Carlson, MMC
Holladay City Recorder

Robert Dahle, Mayor

Minutes approved: **August 22, 2024**