

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

Thursday, November 21, 2024

6:00 p.m.

City Council Chambers

4580 South 2300 East

Holladay UT

Briefing Session 5:30 pm

ATTENDANCE:

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

City Staff:

Gina Chamness, City Manager
Stephanie Carlson, City Recorder
Todd Godfrey, City Attorney

Mayor Dahle called the Briefing Session to order at 5:30. The Council reviewed the agenda.

Christian Larsen, Finance Dir reviewed the proposed budget amendments. The council had questions about the fire hydrant expenses and the increased cost. Mr. Larsen also noted that we have received a grant from Wasatch Front Regional Council that is not shown so that will be added in the final approved document.

Mayor Dahle noted that they had received the updated staff report from Ms. Marsh on the proposed rezone. The council also discussed the Historic Preservation ordinance and thanked staff for all their hard work and work with the Historical Commission.

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I. *Welcome* – Mayor Dahle.

Mayor Rob 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.*

There were no public comments.

IV. *Public Hearing on Proposed Rezone Located at 2091 East Murray Holladay Road from R-M (Residential Multi-Family) to PO (Professional Office).*

City Planner, Carrie Marsh, presented the Staff Report and explained that this is a rezone application. Several properties along Murray Holladay Road were historically zoned R-M under Salt Lake County zoning. That County zoning had a mix of uses, with both office use and multi-family use permitted. In 2018, the PO Zone was created and all of the office uses were pulled out of the R-M Zone. Office uses were put into the new PO Zone with additional uses for personal services, charter schools, and medical/dental. This was done so there were more options available for property owners. When the new zone was created, a map was also created to show the properties that had historically been used as office buildings. That map is included in the Meeting Materials Packet.

Ms. Marsh explained that the expectation was that properties historically used as office space would be able to rezone to the PO Zone in an expedited fashion. With the PO Zone, some development standards were changed with setbacks and an increased building height. She noted that if a property owner was to redevelop in the future, it would need to be done to those standards. It includes a closer front yard setback, further setbacks from residential areas, and a 5-foot increase in building height.

Mayor Dahle opened the public hearing.

Alan Gibson - 2080 E Delmont Dr and pointed out his property on a map of the area. He is in favor of the rezone application and stated that the applicant is a good neighbor. According to previous discussions with the applicant, there is no proposed new development of the building. The applicant simply wants to move to the PO Zone so the use is in compliance. Mr. Gibson noted that there is plenty of parking available, so there will not be parking issues on the site. He asked that the rezone request be approved, but believes the building height should remain as it is.

There were no further comments. **The public hearing was closed at 6:08 pm.**

V. *Public Hearing on Proposed Amendments to the 2024-2025 Fiscal Year Budget.*

Mayor Dahle reported that the above item relates to proposed amendments to the 2024-2025 Fiscal Year budget. Information about the amendments is included in the Meeting Materials Packet.

Mayor Dahle opened the public hearing. There were no comments. **The public hearing was closed at 6:10 pm.**

VI. *Consideration of Ordinance 2024-19 - Amending the Zoning Map for Property Located at 5428 South Highland Drive from R-1-21 (Residential Single-Family) to R-2-10 (Residential Two-Family).*

Council Member Fotheringham moved to ADOPT Ordinance 2024-19 – Amending the Zoning Map for Property Located at 5428 South Highland Drive from R-1-21 (Residential Single-Family) to R-2-10 (Residential Two-Family). Council Member Quinn seconded the motion. Vote on Motion: Council Member Gray-Aye; Council Member Quinn-Aye; Council Member Fotheringham-Aye; Council Member Durham-Aye; Council Member Brewer-Aye; Mayor Dahle-Aye. Ordinance 2024-19 was adopted by a unanimous vote.

VII. *Consideration of Ordinance 2024-20 - Amending Various Sections of Title 13 Relating to Historical Preservation.*

Council Member Durham moved to ADOPT Ordinance 2024-20 – Amending Various Sections of Title 13 Relating to Historical Preservation. Council Member Brewer seconded the motion. Vote on Motion: Council Member Gray-Aye; Council Member Quinn-Aye; Council Member Fotheringham-Aye; Council Member Durham-Aye; Council Member Brewer-Aye; Mayor Dahle-Aye. Ordinance 2024-20 was adopted by a unanimous vote.

VIII. *Consent Agenda.*

a. *Approval of Minutes – September 19, 2024.*

Council Member Fotheringham moved to APPROVE the Consent Agenda. Council Member Gray seconded the motion. The motion passed with the unanimous consent of the Council.

IX. *City Manager Report – Gina Chamness.*

There were no updates.

X. *Council Reports and District Issues.*

Council Member Gray & Fotheringham had nothing to report.

Council Member Quinn reported that she has attended some Community Council Meetings recently, including Howard R. Driggs Elementary School. Unfortunately, there is still a problem with dog

waste at several of the schools. She learned at the meeting that Granite School District has allowed every school to close their campus to dogs for 30 days. Howard R. Driggs Elementary School will be doing that between the Thanksgiving and Christmas holidays. The school has been able to put up some gates. When the gates are locked, the only way in and out is past the front of the school.

As for Churchill Junior High School, when the safe walking route was pulled up, it had students walking across 4500 South in a place where there was no crosswalk. That is a fairly busy road, but it is a Utah Department of Transportation (“UDOT”) road, so the City cannot do anything on its own. Work is currently being done with UDOT and she has contacted the Granite School District, who will write a letter advocating for safe student crossing in that area. There will continue to be coordination.

Council Member Durham reported that he went to the Ruby Bridges Walk to School Day at Crestview Elementary School. It was a great event. The plan is to continue to do that annually. As for Happy Healthy Holladay, there is a Comfort Drive that is being co-sponsored with other partners. Warm clothes and blankets are requested and there is a collection taking place in the lobby. Happy Healthy Holladay is also sponsoring a QPR training on December 9, 2024, from 9:00 a.m. to 10:30 a.m. at City Hall. QPR stands for “question, persuade, and refer,” and it is a framework to assist those in crisis who might need referrals to suicide sources. That training is open to anyone interested.

Council Member Brewer reported that he attended the Wasatch Front Regional Council (“WFRC”) meeting that was held on Monday. Some areas were identified for active transportation and were added to the map. Someone from the Utah Transit Authority (“UTA”) was at the meeting. It was noted that the City of Holladay has good coverage as far as buses, but it was also stated that the Holladay Boulevard bus may drop in the next five years, as the average is four riders per day on that stretch.

Mayor Dahle thanked several members of the Tree Committee for the trees that were planted. He also thanked the members of the Interfaith Council. There was a service held at Olympus Junior High School on Sunday and there were approximately 500 attendees. He thanked the Police Chief and Fire Captain for supporting that event. The Historical Commission did a wonderful job on the Holladay celebration. Mayor Dahle appreciates the work that has been done by the different committees.

XI. *Recess City Council in a Work Meeting.*

Council Member Fotheringham moved to RECESS the City Council Meeting and RECONVENE in a Work Meeting. Council Member Brewer seconded the motion. The motion passed with the unanimous consent of the Council. Mayor Dahle convened the Council in a work meeting at 6:25pm

a. Discussion on Previous Public Hearings

There were no additional discussions on the public hearing items

b. Historic Experience Update – Holly

Assistant City Manager, Holly Smith, presented Rooted Together: Holladay Historical Exhibit Experiences presentation slides to the Council. She explained that the intention is to share design concepts with the Council. The Council is asked to approach this from a user perspective. She reminded those present that there have been some meetings related to this project and Council Member Brewer serves on the Steering Committee. The goal of the current discussion is to gather preliminary feedback from a user perspective on the elements of the Rooted Together design concepts.

Background information was shared and the anticipated timeline was reviewed as well as the three design concepts: History Walk, History Placemakers, and History Gallery. Ms. Smith asked Council Members to think about their favorite and least favorite elements and any improvements that could be made. New ideas can also be shared.

Ms. Smith first discussed the Rooted Together: History Walk concept. She shared a diagram of where the walk would be installed in Holladay City Park. A rendering of the Rooted Together tree was shared, which is intended to be an artistic element. There have been Steering Committee discussions about having an interactive element of some sort. There will then be seven 8x8 panels that will walk visitors through the City of Holladay's history. In addition, there will be some tactile elements. On the sidewalks, there will be quotes, phrases, or lyrics added to emphasize the historic experience. Ms. Smith shared a rendering of a mural on a retaining wall and the storage shed. She added that there will also be a sloped wayside sign for the Casto House with historic details

Council Member Fotheringham asked if the panels are presumed to be permanent or if those will evolve. Ms. Smith explained that the idea is that those will remain in place for approximately 15 years unless there is damage. The content will be written at a level that all ages can understand and enjoy. There will also be QR codes so those interested can learn even more about history. Council Member Gray expressed support for the sidewalk quotes that were mentioned. The details for the sidewalk have not been finalized, but some different options can be explored further.

Council Member Gray worried about sun damage impacting the panels and asked about the materials that will be used. The consultant does a lot of projects for national parks and believes the trellis will provide some sun protection. Council Member Durham asked about the durability of the tactile elements. Mr. Smith explained that certain types of tactile elements work well outside. Council Member Fotheringham shared a suggestion for seating in the park and along the path.

Ms. Smith discussed the Rooted Together: History Placemakers concept. She shared a rendering of the monuments that would be placed in key locations throughout the City. The monuments would be made out of concrete and bronze. Based on the current conceptual designs, there will be an artistic leaf, a map, and some information. She pointed out the public spaces where these could be placed.

Council Member Durham asked how specific the information would be to each location. Ms. Smith explained that some will be very specific. For example, the Fire Station monument will talk about the fort that was built across the street. On the other hand, the Spring Lane monument will have a general school history rather than something specific to the Spring Lane site. Council Member Quinn shared a suggestion about the leaf design for the monument so it is more recognizable.

Ms. Smith discussed the Rooted Together: History Gallery concept. In the History Gallery, there will be framed art, artifact cases, and graphic panels. Anyone entering the building for services or business will be able to have a historic experience. Ms. Smith explained that the artifacts will rotate out now and then. In the basement vestibule, there will be an accent wall made out of the Meadows Cabin wood. There will also be a panel to highlight the history. Council Members expressed support for this concept.

c. NIMS Mini Training – Allison

Emergency Management Coordinator, Allison Jester, presented the National Incident Management System (“NIMS”) training slides to the City Council. She reviewed the training plan and explained that NIMS will be reviewed at this meeting, but future meetings will include training on the Incident Command System, Emergency Coordination Center and Roles, and the Coordination Tabletop.

Ms. Jester reported that NIMS is a scalable, flexible, and standardized approach to managing incidents. It provides a shared vocabulary and operational systems/processes. NIMS integrates best practices and allows everyone to work together effectively. It is essentially a national structure for response that everyone follows when responding to a disaster. NIMS is intended to be flexible, standardized, and create a unity of effort. The National Response Framework was reviewed. Ms. Jester explained that if NIMS is the system, then the framework is the structure. If an incident rises above the capabilities of local government, there will be outreach to the State government. If it rises above the capability level of the State, then there will be outreach to the Federal government. If all levels of government are involved, it is considered to be Federally supported, State managed, and locally executed. She noted that every single incident will be locally executed in some manner.

The NIMS components were reviewed. The main components are: Resource Management, Command and Coordination, and Communications and Information Management. There are processes followed to identify resource requirements. Additionally, there are processes to disseminate information. Ms. Jester further discussed the Command and Coordination component. She explained that it has to do with leadership roles, processes, and the organizational structure. In NIMS, there is the Incident Command System, Emergency Coordination Center, and Multi-Agency Coordination Group. Ms. Jester explained that in NIMS, command is delegated to the on-scene Incident Commander by the Executive or Senior Official. In Holladay, that would be the City Manager. Examples of command activities include: determining incident priorities, establishing operational periods, and assigning and supervising field resources.

Ms. Jester shared organizational charts for the different types of commands and outlined some example scenarios. She next discussed coordination and explained that it allows all levels of government and disciplines to work together more efficiently and effectively. Examples of coordination activities were reviewed.

Mayor Dahle noted that the structure is in place when an emergency is declared. He asked if there was anything specific that dictates that. Ms. Chamness reported that there are some emergency parameters in statute. Discussions were had about the declaration of an emergency. It was noted that there are different levels of support that the Federal government can offer. Council Members further discussed the organizational chart.

Ms. Jester shared handouts with Council Members so the information could be referenced when needed. The organizational chart is included and will also be sent out electronically. The handout outlines the basic responsibilities and emergency actions as well as what the initial actions should be. Whoever is in the Senior Official role should be reaching out to the City Council in the event of an emergency. The handout also has some basic contact information and the Emergency Coordination Center location. In addition, there are suggestions for public interactions and coordinated messaging

d. Discussion on Proposed Amendments to Title 10 – Gina and Todd

City Attorney, Todd Godfrey, presented the redline version of Title 10. It was noted that a lot of what has been crossed out in the document is because there is duplicative language. Council Member Durham asked if there were any notable issues that arose during this process. Mr. Godfrey explained that there are certain matters that need to be monitored, but there is nothing that he would categorize as a notable issue. Council Member Quinn asked about holding parents responsible for the actions of children, especially when it involves firearms. She wanted to know if that is in the code currently. This was confirmed. Mayor Dahle noted that the review of the code is being done to ensure that everything is up to date. Clarifications to the misdemeanor-related language were discussed

Mr. Godfrey noted that there is not a requirement to hold a public hearing in this case, but it is something he advises. He reiterated that Title 10 and Title 11 will be presented together. In a few months, another two or three titles will be presented to the City Council. The idea is that the Council will approve the updates a little bit at a time rather than adopting the entire code all at once. Ms. Chamness reported that work has been done collaboratively throughout this process. There have been regular meetings to ensure there is comfort with what has been proposed. This kind of collaboration will continue as other sections of the code are examined. Council Member Quinn expressed support for this approach.

e. Calendar

- **Tree Lighting – December 2, 5:30 p.m. to 7:30 p.m.**
- **Council Meetings – December 12, January 9, and 23.**

The calendar items were reviewed and discussed.

XII. 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.

XIII. Adjourn.

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

The City Council Meeting adjourned at approximately 7:35 pm.

I hereby certify that the foregoing represents a true, accurate, and complete record of the Holladay City Council Meeting held Thursday, November 21, 2024

Stephanie N. Carlson, MMC
Holladay City Recorder

Robert Dahle, Mayor

Minutes approved: **February 6, 2025**