

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

Thursday, December 12, 2024

6:30 p.m.

City Council Chambers

4580 South 2300 East

Holladay, Utah

ATTENDANCE:

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

City Staff:

Gina Chamness, City Manager
Todd Godfrey, City Attorney
Stephanie Carlson, City Recorder
Jonathan Teerlink, Community Develop. Dir

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.*

Trudy Jorgensen-Price shared updates about the library. Next Monday, there will be a Blood Drive, and on Tuesday, there will be Music and Movement for toddlers, which will be a Nutcracker-themed event. There will be some teen activities on Wednesday and Thursday as well as an adult craft to take home on Wednesday. The library will close at 2:00 p.m. on December 24, 2024, and will be closed on December 25, 2024, for Christmas. There will be Chair Yoga on December 28, 2024, and then the library will close early at 6:00 p.m. on December 31, 2024, for New Year's Eve. Council Member Paul Fotheringham asked for additional information about the Blood Drive. Ms. Jorgensen-Price reported that the Blood Drive will run from 1:00 p.m. to 7:00 p.m. Those interested can register.

IV. *Reports.*

a. *2024 Audit Report – Rob Wood.*

Mr. Wood thanked City Staff for their assistance in answering questions and providing all necessary information. He reviewed the Independent Auditor's Report with the Council. The reason the service is performed is so there is an opinion on the financial statements. Everything presented as far as financial statements, footnotes, and supplementary information is prepared in accordance with generally accepted accounting principles. He does not feel there are any material misstatements, as work was done to ensure that outside entity records agree with the City records. The Management's Discussion and Analysis is the only section in the financial statements where there is a summary with comparative information between what happened in Fiscal Year 2024 and Fiscal Year 2023. He pointed out the table that shows the net position. The net position for the governmental activities

increased to \$113,297,401 from \$107,733,945. The business-type activities increased to \$3,229,412 from \$2,327,108, but it was noted that the City will need to keep an eye on that fund. The second fund that needs to be monitored is the Redevelopment Agency. Overall, looking at everything, there are positive fund balances in all of the funds and there are no State compliance findings that will be reported. There is another report that talks about the internal controls over financial reporting, compliance with laws, contracts, agreements, and so on. That is a clean report and there were no discrepancies found in the way that the City handles the finances.

Mayor Dahle reported that the financial subcommittee spent approximately 45 minutes reviewing the material with Mr. Wood and the City Manager ahead of the City Council Meeting. At that time, it was noted that the City might want to pay attention to the Storm Water Fund and the loan mentioned. The net position is growing and the fund balances are growing. There are healthy reserves and the expenses and revenues are in line. Generally, the City is doing well in terms of the finances.

City Manager, Gina Chamness, reported that Mr. Larsen started in the final quarter of Fiscal Year 2024, and came into a difficult situation, with the passing of Diane Burandt. Mr. Larsen handled the situation with grace and has done a remarkable job. She expressed appreciation for his work.

b. Salt Lake County Snow Plowing – Steven Kuhlmeier, PE.

Steven Kuhlmeier from Salt Lake County presented 2024-2025 Snow and Ice Management slides with the Council. He explained that he is new to his current position, but not to Salt Lake County. Public Works services include the maintenance of roadways and storm drains as well as snow removal. The team consists of 81 employees operating 60 large plow trucks. The team is on standby 24/7 to address snow and ice events within 36 hours after the end of a storm. When a snow event occurs, there is a priority list:

- First Priority:
 - All major arterial streets are considered to be the minimum network, which must be kept open to provide a transportation system connecting hospitals, fire stations, police stations, and emergency medical services.
- Second Priority:
 - Minor arterial streets and streets serve public schools and selected hot spots, such as steep hills.
- Third Priority:
 - Collector streets and those additional streets serving public transportation.
- Fourth Priority:
 - All remaining streets, such as residential and local streets.
- Fifth Priority:
 - Cul-de-sacs and dead ends.

Mr. Kuhlmeier explained that there are supervisors who monitor weather conditions, road cameras, on-site conditions, and law enforcement reports. If the supervisors see an event developing or receive reports of one, that is when the drivers will be dispatched. County Staff does not necessarily wait for snow accumulation thresholds in order to start the service. He reviewed a map of the various plow routes in Holladay. Mr. Kuhlmeier pointed out the arterial routes and higher-risk locations with steeper slopes. Some of the challenges with snow plowing and removal include the following:

- Cars parked on the road;
- People blowing snow back onto the road;
- Timing of storms and traffic;
- Trees that are not trimmed;
- Garbage day;
- Storage space for snow.

Mr. Kuhlmeier shared ways that residents can make things easier, which include not parking on the street, understanding that smaller roads are a lower priority, being patient, not blowing snow onto the roads, and understanding that access is prioritized over aesthetics.

Council Member Fotheringham reported that in the past, a constituent had a large snow pile near their home and when it started to melt, that snow pile flooded into their front door area. The constituent phoned the phone number and within an hour, there was someone there to address the issue. He thanked them for their prompt response and for taking constituent concerns seriously. Council Member Fotheringham explained that Holladay has an ordinance where someone can receive a ticket for being parked on the road during a snow event. He asked if there was communication between the drivers, supervisors, and the Unified Police Department (“UPD”). This was confirmed.

Council Member Matt Durham asked if there is regular communication with residents about not parking on the street during a snow event. He thought it would make sense to remind them. Mr. Kuhlmeier reported that in past years, flyers have been provided so cities can share that information, but residents are not normally contacted individually. Work is done through the cities. Ms. Chamness stated that some of the information on the presentation slides has been shared on social media. In addition, there is information about the snow plows in the December issue of the Holladay Journal.

Council Member Emily Gray asked whether team members are paid per event or are paid a constant rate. Mr. Kuhlmeier explained that the team members are paid when they are called out. There is a snow incentive to incentivize drivers. If there are callouts after hours, there is a different rate that is paid out. Mayor Dahle thanked him for sharing information about this service in the City.

V. *Consideration of Ordinance 2024-22 - Amending the Zoning Map for Property Located at 2091 East Murray Holladay Road from R-M (Residential Multi-Family) to PO (Professional Office).*

Council Member Durham moved to ADOPT Ordinance 2024-22 – Amending the Zoning Map for Property Located at 2091 East Murray Holladay Road from R-M (Residential Multi-Family) to PO (Professional Office). Council Member Fotheringham 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 2024-22 was adopted by a unanimous vote.

VI. *Consideration of Ordinance 2024-23 - Amending the 2024-2025 Fiscal Year Budget.*

Christian Larsen, Finance Dir. noted that there are two changes, one of which includes the addition of the DWR grant for the water conservation study. Council Member Fotheringham pointed out the Grants Fund portion of the amendments. It mentions a contribution from CP or Capital Projects. Mr. Larsen clarified that it should read as GF or General Fund instead of what is listed.

Council Member Fotheringham moved to ADOPT Ordinance 2024-23 – Amending the 2024-2025 Fiscal Year Budget, as amended. 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 2024-23 was adopted by a unanimous vote.

VII. *Consideration of Resolution 2024-33 - Appointing Members to the Tree Committee.*

Mayor Dahle asked that Ms. McGillivray introduce herself. She lives in District 3 and has been involved with the Tree Committee for the last several months. Ms. McGillivray has enjoyed the monthly Tree Talks and the work done by the committee. It is nice to live in a City that prioritizes the tree canopy and green space. She looks forward to working with the members of the Tree Committee and participating in the expansion of the work.

Council Member Gray moved to APPROVE Resolution 2024-33 – Appointing Members of the Tree Committee. 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. Resolution 2024-33 was approved by a unanimous vote.

VIII. *Consideration of Resolution 2024-34 - Adopting the 2025 Council Meeting Schedule.*

City Recorder, Stephanie Carlson, noted that some meeting dates need to be discussed, including the June 19th, 2025, City Council Meeting, and the October 16, 2025, City Council Meeting. Council Member Gray stated that she will be out of town on October 16, 2025. It was suggested that the meeting be rescheduled to October 23, 2025, instead to accommodate planned absences.

Council Member Fotheringham moved to APPROVE Resolution 2024-34 – Adopting the 2025 Council Meeting Schedule, with the following amendment: that the October 16, 2025, City Council Meeting be rescheduled to October 23, 2025. Council Member Gray 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. Resolution 2024-34 was approved by a unanimous vote.

IX. *Consent Agenda.*

a. *Approval of Minutes – October 3, 24, and November 7, 2024.*

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

X. *City Manager Report – Gina Chamness.*

Ms. Chamness shared updates with the Council. She reported that a few months ago, the Public Health Coordinator presented some information on the model that is being used to develop the program called the Communities That Care model. Part of that framework involves the creation of six different work groups dedicated to a variety of different subjects. City Staff is hopeful that Council Members can assist with finding potential members for those groups. In the next day or so, she will be sending out information about those groups and will ask for potential suggestions.

Ms. Chamness explained that there is a grant the City is hoping to apply for. It is an application for Community Development Block Grant (“CDBG”) funding, which is Federal funding that is

administered by Salt Lake County. She would like to apply for \$200,000 to partner with a non-profit agency to provide loans for up to \$25,000 in CDBG-eligible neighborhoods in the City. The idea is to start small. There could be seven or eight homes provided with housing rehabilitation dollars. If that application is successful, she would like to see some of the project area funds from the RDA used to cover the application fees for the rehabilitation dollars. It is approximately \$1,300 per application, which means there could potentially be \$10,000 to \$11,000 worth of application fees. Ms. Chamness clarified that these units would likely not count toward the 100-unit goal as part of the Cottonwood Mall project area. The thinking is that these loans would be forgivable after five years.

Council Member Durham asked if the grants are aimed towards affordable housing or historic preservation. Ms. Chamness does not believe it would be considered historic preservation because of the qualifications around CDBG. It will be targeted toward affordable housing. This would help the City with Moderate-Income Housing Plan compliance, but not with the 100 units mentioned. Since there were no concerns expressed, it was determined that the grant application would move forward. If the grant is received, \$10,000 for the fees will be seen in a future budget amendment.

XI. *Council Reports and District Issues.*

Council Member Gray shared information about Cottonwood High School. As part of their Christmas Extravaganza, clothing and toys are collected for members of the community. This last weekend, items were collected and approximately 855 children and their families were served. Thanks to the generous support of the Mayor and Council Member Fotheringham, donations were received for the Cottonwood After School Dinner Program. This program serves students who are involved in after-school academic activities and homework assistance. When the program was in place a few years ago, attendance increased by 65%. That program can now be brought back thanks to the donations.

Council Member Quinn had nothing to report.

Council Member Fotheringham reported that he attended the Holladay Business Advisory Board event along with Council Member Quinn and Council Member Durham. 10 of the best businesses in Holladay were honored as well as 25 of the oldest businesses in Holladay. It was a well-attended event. Last night, the Rotary Club held their annual Christmas party, which was also a fantastic event.

Council Member Durham reported that some residents from his district attended the plaza lighting ceremony for the first time this year. The feedback was positive and the residents were impressed. He thanked everyone who worked on that event, as it was well received by those in the community.

Council Member Ty Brewer explained that there is a beaver issue between Arbor Lane and Highland Drive. He asked whether Animal Control should be called out for that kind of issue. Ms. Chamness stated she could contact Salt Lake County Public Works about it. Council Member Brewer reported that he has a meeting with Chad Wilson tomorrow to discuss some of the needs in the community. Mayor Dahle noted that the deer issue is complex because there are valid concerns on both sides.

Mayor Dahle thanked everyone directly involved in the tree-lighting event. He also thanked Ann Francis Garcia, for the Community Comfort Drive where 194 blankets were donated along with other comfort items and it was a heartwarming event. Mayor Dahle praised Council Members for the articles that have been written for the Holladay Journal.

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

Council Member Fotheringham moved to ADJOURN 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.

a. *General Plan Kickoff – Jon.*

Mayor Dahle reported that the General Plan provides the guiding principles for the vision of the City and how certain areas will look. Though it is not legislatively binding, whenever a rezone or land use application is considered, there is an examination of the General Plan. The work that will go into the General Plan over the next year or so is incredibly important for the future of Holladay.

Jonathan Teerlink, Community and Economic Development Director, explained that there is a requirement to have a General Plan. That General Plan should be updated at minimum, every 10 years, and at maximum, every 20 years. This is a long-range visioning process. In 2023, the City was awarded a Transportation and Land Use Connection (“TLC”) grant. Over the last few months, there has been a request for proposal (“RFP”) for a consultant, and a few were interviewed. Ultimately, the consultant selected was Logan Simpson, who will help with the outreach program.

Jim Carter introduced himself to the Council. He was previously Chair of the Holladay Planning Commission and is a Senior Planner with Logan Simpson. The consulting team for this project is Logan Simpson is the lead, Zions Public Finance is assisting with the financial part and Kimley Horn is assisting with the transportation part. Mr. Carter pointed out that there are citizen representatives from all five districts as well as liaisons from the City Council and Planning Commission.

Mr. Carter explained that a General Plan is:

- The primary policy document and unified vision for the City;
- A long-term strategic guide with a vision, goals, and strategies;
- Designed to reflect community values;
- A guide for land use, development, infrastructure, programs, and services;
- A framework for zoning code updates.

The elements of a General Plan were shared. The way a General Plan is put together starts with a vision process. The visioning exercises have not been done at this time, but information is being gathered from interested citizens, Council Members, Commissioners, and City Staff. The next step is to identify a vision, which will look at the values and the future vision for Holladay. After that, certain goals will be identified. From there, policies will be determined as well as specific implementation strategies. Mr. Carter shared the project overview with those present and explained that the Phase 1 work is currently underway.

Phase 1 is the Foundation, Phase 2 is Vision and Opportunities, and Phase 3 is The Plan. Mr. Carter reported that Phase 2 will likely start in mid-January 2025. There will be a visioning exercise where those interested can participate in small group discussions. Draft sections of the plan should be ready for review in early to mid-summer. The project schedule was shared. Mr. Carter explained that there has been a lot of participation so far and everything is currently on schedule. The intention is to have a plan that is ready for adoption by October 2025.

To date, there have been 20 responses online and 250 people engaged from pop-up events. At City Hall, there have been opportunities for people to provide input, and 10 have taken advantage of that. Mr. Carter reviewed some of the feedback received on the three questions based on the responses so far. People love the library, their homes, parks, and playgrounds. Respondents also want to maintain the small-town feel in Holladay in the next 10 years as well as the City parks and community events. When it comes to what there is a desire to see change in the next 10 years, the common responses were more parks, safe parks, greater walkability, and housing attainability.

Some of the key questions relate to the preferable housing types, the types of transportation connections and walkability improvements, where parks and greenspace are appropriate, and spaces that are connected to the identity of Holladay.

The next steps include listening sessions, an existing conditions snapshot, a Phase 1 questionnaire, and a vision event in early 2025. The questionnaire will be released City-wide. Council Member Brewer stressed the importance of the General Plan update and asked that there be a lot of outreach to residents so everyone can share comments. Accessibility should be prioritized.

b. Calendar.

- **Council Meetings – January 9 and 23.**
- **Legislative Meeting – January 9.**

The calendar items were reviewed and discussed.

XIII. 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.

Council Member Fotheringham moved to go into a 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. 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. The motion passed with the unanimous consent of the Council.

The Council convened in a closed session at 7:55 p.m. Those in attendance in the Closed Session included Council Members Durham, Fotheringham, Quinn, Gibbons, Brewer, and Mayor Dahle. Others present included Gina Chamness, Todd Godfrey and Stephanie Carlson.

The minutes of the Closed Session were taken and are on file as a Protected Record

Council Member Fotheringham moved to adjourn the Closed Session. Council Member Durham seconded the motion. The Council roll call vote was as follows: Council Members Durham, Fotheringham, Quinn, Gibbons, Brewer and Mayor Dahle in favor. The motion to go out of closed session at 8:03 p.m. passed with a unanimous vote.

XIV. Adjourn.

Council Member Fotheringham moved to ADJOURN. Council Member Durham seconded the motion. The Council meeting adjourned at 8:04 pm.

I hereby certify that the foregoing represents a true, accurate, and complete record of the Holladay City Council Meeting held Thursday, December 12, 2024.

Stephanie N. Carlson, MMC
Holladay City Recorder

Robert Dahle, Mayor

Minutes approved: **February 6, 2025**