

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

Thursday, May 15, 2025

5:30 p.m.

City Council Chambers

4580 South 2300 East

Holladay, Utah

Briefing Session 5:30 p.m.

ATTENDANCE:

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

City Staff:

Gina Chamness, City Manager
Stephanie Carlson, City Recorder
Todd Godfrey, City Attorney
Holly Smith, Assistant City Manager

The agenda items were reviewed and discussed.

The Agreement with the County for Community Centered Health Programming adds funds to the first-year allocation and increases the second-year allocation. A match is required in the first year. The period of the agreement was determined to be two more years after which it would be necessary to reapply.

Regarding the Stormwater Fee, Mayor Dahle recalled that they currently have around \$400,000 in fund balance in the Enterprise Fund. The goal is to maintain at least two months' worth of working capital, estimated to be around \$100,000. They have some flexibility but if they want to continue to fund it properly, the fee needs to be increased. One option was to find properties that should be paying the Stormwater Fee that are not. The Mayor suggested that it be done regardless. One thought was that it could be due to the mapping of parcels and the aerial imagery. Some properties are larger and should be paying into the fund. Perhaps there were impervious areas on commercial properties that should also be verified. A review is done every quarter based on the Rocky Mountain Power accounts but impervious calculations have not been done since the initial setup three years ago. This was thought to be a job for an intern who could draw boundaries around parking lots and roofs on commercial properties. The Mayor questioned whether they want to impose a 30% increase or do 5% over five years.

Mayor Dahle sought guidance from the City Council on whether this is something that should be addressed with the next budget discussion or do it this year. The comment was made that the preference of the public seems to be to impose smaller increases over shorter periods of time and seemed to be the least objectionable. The projected increase was \$6 and the funds are earmarked.

City Manager, Gina Chamness, explained that after this increase, the next one is proposed in 2027. The increase was being considered in five-year increments. It was also recommended that incremental increases be implemented by policy. While future City Councils cannot be bound to the decision, guidance can be offered. The intent was to prepare the paperwork for a Stormwater Fund Policy to be adopted in July. The increase would be part of the fiscal 2027 budget. The goal was to establish a policy that will give an incoming City Council the guidance necessary to put a fee increase in place in September or October of 2026 to be effective in January 2027. The recommendation was to impose a 30% increase that will last five years. The policy could be changed if needed.

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Briefing Session 5:30 p.m.

ATTENDANCE:

Mayor Rob Dahle
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Stephanie Carlson, City Recorder
Todd Godfrey, City Attorney
Holly Smith, Assistant City Manager
Jonathan Teerlink, Community Dev. Director

I. *Welcome* – Mayor Pro Tempore Gray.

Mayor Rob Dahle called the meeting to order at approximately 6:00 p.m.

II. *Pledge of Allegiance.*

There was no Pledge of Allegiance as there was no flag.

III. *Public Comments.*

There was no public comment.

IV. *Consideration of Ordinance 2025-07 – Amending Title 2 of the City Code Relating to City Government.*

Council Member Durham moved to ADOPT Ordinance 2025-07 Amending Title 2 of the City Code relating to City Government. Council Member Fotheringham seconded the motion. The motion passed with the unanimous consent of the Council.

V. *Consideration of Resolution 2025-10 Approving a First Amendment to an Agreement with Salt Lake County Relating to Funding for the Development of Community-Centered Health Programming.*

Council Member Fotheringham moved to ADOPT Resolution 2025-10 Approving a First Amendment to an Agreement with Salt Lake County relating to funding for the development of Community-Centered Health Programming. Council Member Quinn seconded the motion. The motion passed with the unanimous consent of the Council.

VI. City Manager Report – Gina Chamness.

Ms. Chamness reported that they filled the Page to Stage Children’s Theater Program in under 30 minutes.

VII. City Council Reports and District Issues.

Council Member Gray reported on Cottonwood Family Night where all the schools in the Cottonwood Network will be at the high school celebrating, serving free food, and performing.

Council Member Quinn reported that this year Churchill Junior High is celebrating its anniversary. She and others also participated in Boundary Study Committees. They will have their final meeting next Wednesday. The exercises have been very informative and there has been discussion about what school will be closed. She felt it had been a good experience and process to go through. Regardless of whether the district takes their recommendations into account, it was a good exercise.

Council Member Fotheringham reported that the Arts Council held a new arts show this year. It was a smaller show but a great success. A few weekends earlier the Unified Fire Authority (“UFA”) community met at Snowbird. He serves on the board and let his coworkers know of the City’s appreciation.

Council Member Durham reported on the Tree Giveaway this Sat. Trees will be delivered on Friday night

Council Member Brewer attended the Olympus High recognition night and presented the City scholarship. Over 107,000 in scholarships were recently awarded through voluntary donations. It was inspiring to hear of a former Olympus High School teacher who recently passed away and through his estate, offered scholarships to students. He taught for 35 years and helped coach the Swim Team. Other notable scholarships were described. He also reported that the Mosquito Abatement District tracks water levels and has found that the Jordan River is significantly lower than usual. Utah Lake is at 87% capacity. The snowpack was 68% compared to 143% last year. It is mosquito season as well. The Historical Commission met recently where there was discussion of an architectural journey through Utah. Over 100 people were in attendance.

Mayor Dahle reported that Officer Appreciation Week began with a Pancake Breakfast where around 900 were served. Photos were taken. The event was a great success. Other events that have taken place at City Hall recently were discussed. The Mayor noted that the Memorial Day ceremony was to take place at the Cemetery on May 26 at 9:00 a.m. All were invited.

VIII. Recess to a Work Meeting.

a. Rooted Together History Project Update.

Assistant City Manager, Holly Smith, reported that the Rooted Together History Project is in response to feedback from the community. A History Walk is scheduled at the City Park where there will be history markers at key locations around the City where people often visit. Eventually, there will be gallery space in City Hall. A Steering Committee is working to refine the design with an eye toward making sure that the areas are accessible, easy to read, and fit well within the space. There is grant money for the project including a \$600,000 grant received from the County. Donations have also been received by the Historical Commission. Most of the funds are going directly toward fabrication and installation.

The timeline was discussed. They are on target to be substantially complete by mid-September. On October 20, the Historical Commission will host a History Night that will include a ribbon cutting. The scope of work includes all three elements discussed but only two will be installed. The plan is to wait until the building is renovated. It is important that the designs fit together to have the same look and feel.

What is proposed will be a large, beautiful shade tree. Overall there will be very little maintenance required. There will also be flex space and areas for events such as the 4th of July Breakfast. Mayor Dahle asked if they would be able to obtain a somewhat mature tree. Ms. Smith confirmed that they would.

Ms. Smith next updated the Council on the mural and stated that they have been working on a concept to create a collage of the City's historic business signs. The consultant found that they did not have the resources to make that happen. They had different ideas and decided to honor the design along the rest of the walk. As a result, there will be a mural that goes with all of the other pieces. Eventually, the space can be used for more public art.

Ms. Smith reported a poetry contest took place a few weeks earlier where five people were selected to have their work featured on the sidewalk. The intent is to create another element to engage people in history. Interactive pieces will also be incorporated into the design. A preview was shown of what spaces in City Hall will look like. In the entry, they will provide a large aerial map that shows Salt Lake City and City of Holladay boundaries. A rendering showed how the gallery space will look. There will be two canvasses consisting of existing photographs and art in the City's collection. Five artifact cases can move along with panels that describe different moments in history.

Fabrication was the next step. The City has entered into an Interlocal Agreement with Salt Lake County to place the history markers in Olympus Hills Park and Creekside Park. The installation will commence after the 4th of July. The goal was for the area to not be under construction over the holiday.

b. Continued Discussion 2025-2026 Tentative Budgets.
• **Administration.**

Manger Chamness began with an overview of the department. She explained that they consolidated what they had previously from City Hall and the independent department and into the Administration budget. She explained that the facility is managed by the Administration. Proposed changes to the Administration budget were identified and that overall the budget is very stable.

Mayor Dahle asked about the reasoning behind the \$29,000 increase in the liability surety bonds and Workman's Compensation. Ms. Chamness explained that it involves the elimination of the class that was previously allocated. They have since consolidated the City Hall Department into Administration.

Council Member Quinn asked about the cost of the City's federal Lobbyist and whether the City will ever benefit from it. Ms. Chamness expects that they will and stated that they are in line to receive \$3.6 million more for Highland Drive. It was reported that the City's Lobbyist submitted the Community Project Fund Request for the City Hall upgrades. Ms. Chamness stated that in the past she has been skeptical of the prior Council's 2017 reduced support for Federal Lobbying because they

did not feel there was a great return on investment. She felt that the climate has changed in Washington and they are more likely to secure federal funds if they are available.

Ms. Chamness reported that there are a number of factors at play and one of the concerns for the City Hall renovation is the possibility that municipal bonds that are currently tax-exempt could become taxable and drive up costs. The hope was to get that done in the fall. She set a deadline to come back in mid-August with information that will allow the City Council to decide on whether to move forward with the project without the possibility of federal funding. They could also choose to separate the projects.

Concern was expressed with IT security. Ms. Chamness stated that City Recorder, Stephanie Carlson, manage that contract. She was fairly confident that they have state-of-the-art security. Ms. Carlson stated that they are working with the Utah Cybersecurity Center, which provides additional free backups that are being implemented into the system. She felt they were better off than most municipalities. She reported that there is a server here in the City. Ms. Chamness explained that over the past year, they have implemented training that staff is required to take quarterly.

Mayor Dahle reported that he attended a presentation sponsored by the Library Board regarding Artificial Intelligence (“AI”). He asked if they are having discussions about AI and possibly using of it in the City to streamline operations. Ms. Chamness explained that she and Ms. Smith have discussed it and do not believe they are currently prepared to utilize it. Mayor Dahle recalled listening to a presentation on National Public Radio (“NPR”) recently where they discussed the benefits of digitization. The City is pushing that forward as fast as possible. AI is here and those who accept it and use it as a tool will be better off. He suggested they have internal discussions about being aware of what other cities are doing and how they can best utilize AI to increase efficiency and productivity.

Ms. Carlson reported that the City has a chatbot that has been on the City’s website for about one month. AI on transcripts is available but they have to be careful with the disclaimer that they are not very accurate and are not the real minutes. Currently, when watching meetings there is a transcription feature that can be used. AI minutes are also prepared on the backside. Accuracy issues were discussed.

- ***Community and Economic Development – Jonathan Teerlink.***

Mr. Teerlink reviewed his staff and responsibilities. Senior City Planner, Carrie Marsh, normally prepares the Planning Commission agenda for subdivisions and Conditional Use Permits Justice Tuffour has done an excellent job with mapping and is currently working on his doctorate. Federal funding was recently received from the United States Department of Transportation (“USDOT”) for research. The grant is through Johns Hopkins for multi-modal integrations and sustaining the adoption of emergency, emerging, and overall technologies such as ride-share. The City is fortunate to have staff that is engaging with the public on topics and their interpretation of the City Code is ethical.

Ann Francis Garcia, the City’s Economic Development and Housing Manager and Business Licensing Administrator, has been working well with the Business Development Board to allocate funds that were designated for economic development. Ms. Garcia reported that the City applied for Community Development Block Grant funding for \$220,000 and is on track to be awarded that next week for housing rehabilitation. If the award is granted, they will look to award eight projects. They

will begin as loans that can be forgiven after five years. Recipients will have to remain in the home. The desire is to prevent people from rehabbing the home and selling it for a profit. They are mindful of the funds and how they are used as part of the program. It will be offered to residents earning 80% or less of the Area Median Income (“AMI”).

Community Development Director, Jonathan Teerlink reported that City Building Official, Rob Sears, has been with the City for nearly one year. They have also advertised for a part-time Building Inspector, which was allocated in the budget. A few applications have been received.

Mr. Teerlink noted that there are charges and fees the City historically has had to pay for that they have been able to cover third-party services. He identified items resulting from personnel changes and the reduction of Small Business Assistance. They will also take a closer look at the fees incurred for business licensing. Ms. Garcia reported that Small Business Assistance was used to create a member portal for active businesses. It will provide an opportunity for businesses to communicate with each other, share resources, and collaborate. It was to be launched the following week.

- ***Non-Departmental.***

Ms. Chamness reported that they plan to pay approximately \$75,000 for the County to administer the upcoming election. If they end up not having a primary, the cost could come down. The amount budgeted is the maximum cost.

This year’s Christmas Tree will be paid for out of this fiscal year’s budget and will not need to be paid next year. A decrease was expected in the transfer to Capital Projects and a small decrease in the grant funds. Ms. Chamness offered to provide details at the next meeting. She explained that in most cases, grants are one-time money and there is a percentage match for each.

- ***UFA – Captain Brown***

Unified Fire Authority (“UFA”) Captain, Dan Brown, reported on the budget. This year, the “wage wars” for the Fire Department seem to have calmed down. What was proposed was a 3.6% COLA, which is minimal and kept them competitive. There was a 7.5% renewal rate for health insurance.

Capt Brown reported on the new ambulance, which is a regional cost and is in Kearns. There are currently three Battalion Chiefs serving seven or eight stations. It was noted that this level of staffing has been needed for some time. The UFA is also adding two stations with one in Eagle Mountain and another in Kearns.

They are hiring a Payroll Administrator and a Human Resources Technician. There are currently two Deputy Directors, a Technician, and an additional Fire Training Captain. Captain Brown reported that in the past they have only had one Fire Training Captain. Dispatch Center increases were described. They have three nine-year leases and when they drop off, another comes on. Captain Brown stated that inflation has hit the fire service with fire engine costs increasing by 40% over the past five years.

Mayor Dahle asked if there was concern about revenue since they are getting a \$2 million credit against the fee that they will not have next year. Capt. Brown stated that the funding will be the same but they will budget more conservatively. He explained that the cities of Cottonwood Heights, Herriman, Riverton, and Holladay are experiencing a 2.9% increase. This is calculated by averaging

the number of calls received over the past three years. Due to an increased number of calls, the City of Holladay received a 1.2% increase. It was acknowledged that the City of Holladay is getting busier in terms of UFA calls.

Mayor Dahle reported that a test configuration will take place in Millcreek that recognizes medical calls relative to fire calls. One of the stations will implement the program to minimize wear and tear on the big truck and send out a low-acuity vehicle with the ambulance. The intent is to reconfigure in a manner that will allow them to save on capital costs. It was noted that taking large trucks on calls is costly. The Mayor looked forward to seeing the results. The needs of fire and medical calls were discussed.

Capt Brown commented that the City of Holladay is a great example of the shared service model. The fire boundaries were described. Priority 1 calls are dispatched by GPS while Priority 2 calls represent the vast majority and follow a different procedure. The specific cost breakdown was provided for Holladay's four stations. It was reported that a percentage of the increase pays for the Fuels Crew, which is part of the Unified Fire Service Area ("UFSA"), which is a taxing district.

The fund balance credit was reviewed. Capt. Brown explained that every year instead of spending the unexpended fund balance, at the beginning of the year each division shows what they have spent. Whatever is not spent is refunded to the members. Capt. Brown explained that Emergency Management is run by the County but because the UFA does the Human Resources and Administrative work, credit is given.

The nine-year Purchase Lease that was to begin next year includes a Type 1 engine. The specifications and requirements were described. Type 1 engines used to cost \$700,000 to \$800,000 and now cost over \$1 million. Financing and lifespan issues were discussed. If the plan works as intended, the UFA will never have an old engine. In most cases, the best engines are put into reserve status while older engines are sold. They are typically posted on a surplus site.

- ***UPD – Chief Hoyal***

Unified Police Department ("UPD") Chief, Justin Hoyal, stated that a lot of work went into the Tentative Budget document. He noted that some changes should be expected as it is refined. Organizational changes from the previous year were described and include professional standards and additional positions. It was noted that a Training Sergeant was added and funded fully by the District Attorney's Office. Other changes were made to various part-time and civilian allocations as well. One that affects the City of Holladay is the Licensed Clinical Social Worker ("LCSW") that the City shares with Millcreek. This individual came on board a few months ago and has been a huge asset to the organization and both Millcreek and the City of Holladay.

Organization-wide last year there were 266 allocations. With the new position, they will be at 273 sworn with 69 allocations for a total of 350 sworn members. The organizational chart was displayed showing the changes. The one that affects the City of Holladay is the LCSW with Brighton being part of the Holladay precinct where one more officer will be added. The total number of allocations for the City of Holladay is 30.95.

As part of the precinct, Brighton's allocation increased to 8.55. Chief Hoyal reported that Brighton has five allocations for patrol. Last year they found in straight lead time amongst the five allocations

that they had 2,800 hours and determined that another allocation was needed. The increase will offset lead time for officers and training, sick, and vacation time. It was noted that budget revenues remain flat. The budget includes a 2.5% market and a 2.5% COLA for all members. The Shared Service Formula remains the same this year at 70/20/10. This means that 70% of the budget is cases, 20% is population, and 10% is taxable value. The formula will be updated with the current rolling average.

Organization-wide, shared services in the General Fund were cut by \$95,000. Each of the precincts made cuts as well. In the City of Holladay, they cut \$9,900 out of the Operations budget, which brought all of the precincts down \$554,000 for an overall cut of nearly \$650,000. The detailed budget showing cuts for each of the shared services units was presented.

A question was raised about overtime. Chief Hoyal reported that normally in the City of Holladay, the overtime line item is about \$66,000. With the separation that took place from the Sheriff's Office, they were short-staffed. As a result, from September through December, they were requiring mandatory overtime shifts. This year they are at 250% of their overtime budget, which is offset by the Salary line item. Chief Hoyal reported that currently, there are four allocations with two individuals starting at the Police Academy in the next few weeks. Two others are currently attending the Police Academy. The officers were expected to be on duty in February of 2026.

Chief Hoyal stated that the desire is to have a healthy mix of senior and junior officers. With the transition, they will be bringing in five new members. He reported that 36 officers have been hired in the last six months. He stressed the importance of law enforcement being properly staffed.

Chief Hoyal presented the shared services formula and explained that there are precinct direct costs, which they get 100% of in the amount of \$5 million. He explained how it is split among the various departments. Holladay's percentage is 11.65% and is based on caseload. The current population in the City of Holladay is 30,000 and is figured into the taxable value when calculating the overall total of 11.65%. The total budget is \$66.49 million. The cities that are included are Holladay, Millcreek, Midvale, Brighton, Immigration, Copperton, White City, Magna, and Kearns. They cover \$27 million, or 41%, of the budget. The City's share is \$39 million or 50.8% of the budget. The total requested increase is \$2.8 million this year. \$1.4 million will come out of the precincts, \$1.3 will come from Shared Services, \$500,000 from Wages, and \$37,000 from Overtime. There is a benefits increase of \$278,000 and \$9,000 in Travel and Training, \$49,000 in Fuel and Maintenance, and nearly \$500,000 in Miscellaneous Operations. The overall percentage increase throughout the organization is 4.36%. Holladay's increase is 6.44%. Chief Hoyal stated that they will be looking to incorporate some of the Fund Balance which will change that number. Because they are budgeting for an officer's actual wage and benefits, their vacancies for officers who have not yet started at the Police Academy have to be added in the event they have to transfer someone in. At that time, those numbers will decrease.

Chief Hoyal explained that there was a 5% overall increase in wages for COLA and market adjustment. There was also an issue with six crossing guards who were inadvertently being funded by Millcreek. That cost was transferred to the budget this year. There will also be a cost for the Licensed Clinical Social Worker ("LCSW").

Chief Hoyal commented on the LCSW and stated that they had a detective whose primary responsibility was to respond to mental health calls in the City of Holladay. There was another LCSW

in Millcreek as well. The LCSW will respond with the detective and follow up with individuals struggling with mental health and provide them with resources such as counseling. The ultimate goal was that whether it is the UPD or the UFA, they are not responding to these types of calls multiple times. The most common calls for the LCSW are depression and substance abuse. Chief Hoyal explained that the stresses of life are causing mental health to diminish. There is not a huge homeless population in the City of Holladay with most of issues being substance abuse. Specific calls were described. It was noted that those types of calls include an element of danger. Chief Hoyal sees the program as one that will continue to expand and flourish.

Mayor Dahle commended the City Council for taking this step with Millcreek and stated that when they split from the County the LCSW went away. The other members have budget challenges and the City recognizes that mental health issues will have to be dealt with going forward. He suggested that the LCSW be invited to attend a future City Council Meeting to talk about what they are seeing in the community.

Chief Hoyal presented the figures for the City of Holladay and stated that 11.65% is the City's portion of Shared Services. The Precinct Direct Operating Funds are at \$5.4 million. The total Shared Services budget is \$3.1 million for a total this year of \$8.3 million. Last year it was \$7.8 million. The increase was expected to drop once they contribute some of the Fund Balance and other Personnel line items.

It was clarified that if the City applies \$100,000 of its Precinct Fund Balance, it will decrease the General Fund contribution. All leftover funds from previous budget years were expected to be around \$350,000. Each municipality in the organization at the end of the year will get the excess funds back and can decide how they are spent. Mayor Dahle did not feel it should be a place where they are holding money. They should also have an amount of fund balance that gives comfort that if there are issues they are able to deal with them. A \$250,000 figure was come up with in the Precinct Fund Balance, which is where they would like to be. Everything else will be stripped out and applied back to their member fee to bring it down. They can comfortably take \$100,000 out of Precinct Fund Balance and apply it to the Member Fee to bring it down. He expected that next year when they go into budget season they will have more Precinct Fund Balance to work with because he was unsure that the compensated absences piece is not conservative.

Mayor Dahle commended Chiefs Mazuran and Hoyal and the entire department. He commented that Millcreek City has been amazing and offered up its facility and everyone has pitched it to ensure that the organization succeeds. There was extremely challenging period that put the City in a difficult situation. In July, there were 15 more allocations than expected and they worked to put incentives in place to hire people. Staffing is now closer to where it should be. He explained that lateral transfers are not solving the problem and eventually people must be taken from the bottom up. The Mayor was pleased with where the budget ended up. Other entities now want to come to UPD because it is a great culture to work in, officers are respected and treated well, and there is an opportunity for movement and professional development that is often not provided in some single-entity police departments.

Chief Hoyal reported that they are still working on the new hires. They plan to relocate to a school in Kearns that is part of the Granite School District. They will build the school out to meet the Special Operations needs of the organization.

IX. Closed Session for the Purposes Described in UCA 52-4-205 and 205.

There was no Closed Session.

X. Adjourn.

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

The City Council Meeting adjourned at approximately 8:15 p.m.

I hereby certify that the foregoing represents a true, accurate, and complete record of the Holladay City Council Meeting held Thursday, May 15, 2025.

Stephanie N. Carlson, MMC
Holladay City Recorder

Robert Dahle, Mayor

Minutes approved: **June 5, 2025**